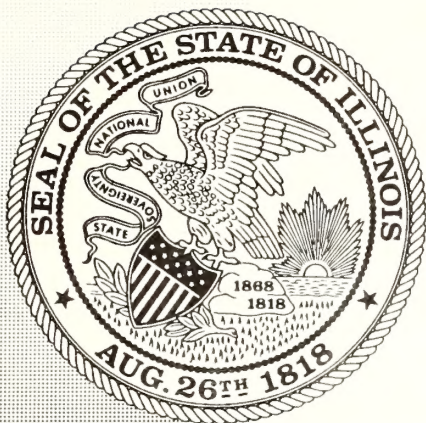


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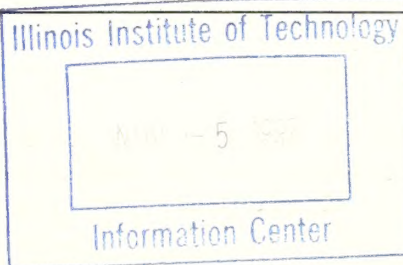
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Rules of Governmental Agencies

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July 19, 1996 - Issue 29: Through	June 30, 1996
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Please note: When the Register deadline falls on a State holiday, the deadline becomes 4:30 p.m. on Monday (the day before).

* Monday

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF PROPOSED AMENDMENTS

- 1) Heading of the Part: Joint Rules of the Illinois Environmental Protection Agency, the Illinois Department of Public Health and the Illinois Department of Nuclear Safety: Certification and Operation of Environmental Laboratories

- 2) Code Citation: 35 Ill. Adm. Code 183

3) Section Numbers: Proposed Action:

183.105	Amendment
183.115	Amendment
183.120	Amendment
183.130	Amendment
183.150	Amendment
183.305	Repealer
183.310	Repealer
183.315	Repealer
183.320	Repealer
183.325	Repealer
183.330	Repealer
183.335	Repealer
183.340	Repealer
183.345	Repealer
183.350	Repealer
183.355	Repealer
183.360	Repealer
183.365	Repealer
183.370	Repealer

- 4) Statutory Authority: Implementing Section 1401(1)(d) of the Safe Drinking Water Act (42 U.S.C. 300f(1)(D)), Subpart C of the National Primary Drinking Water Regulations (40 CFR 141.21 through 141.30 (1991)), the Illinois Environmental Protection Act [415 ILCS 5] and the Civil Administrative Code of Illinois [20 ILCS 5], and authorized by Sections 4(o) and (p) of the Illinois Environmental Protection Act [415 ILCS 5/4 (o) and (p)] and Sections 55.10 through 55.12 and Section 71 of the Civil Administrative Code of Illinois [20 ILCS 2310/55.10 through 55.12, and 20 ILCS 2005/71(D)].

- 5) A Complete Description of the Subjects and Issues Involved: This rulemaking will repeal the Department's portion of the joint rules for certification of environmental laboratories. Proposed rules are being promulgated by the Department at 77 Ill. Adm. Code 465 to specify the minimum standards and procedures for the certification of environmental laboratories that perform microbiological analysis on public water supply samples. The proposed rules appear in this issue of the *Illinois Register*.

- 6) Will this Rulemaking Replace an Emergency Rule Currently in Effect? No

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF PROPOSED AMENDMENTS

- 7) Does this Rulemaking Contain an Automatic Repeal Date? No

- 8) Does this Rulemaking Contain Any Incorporations By Reference? No

- 9) Are there any other Proposed Amendments Pending on this Part? No

- 10) Statement of Statewide Policy Objectives: This rulemaking will not require new or additional expenditures on the part of units of local government.

- 11) Time, Place, and Manner in which Interested Persons May Comment on this Rulemaking: Interested persons may present their comments concerning these rules by writing within 45 days after this issue of the *Illinois Register* to:

Ms. Gai M. DeVito
Division of Legal Services
Illinois Department of Public Health,
535 West Jefferson, Fifth Floor
Springfield, Illinois 62761
217/782-2043
E-mail:rules@idph.state.il.us

- 12) Initial Regulatory Flexibility Analysis:

- A) Type of Small Businesses, Small Municipalities and Not-for-Profit Corporations Affected: Laboratories that are certified by the Department to perform microbiological analysis of public water supplies.

- B) Reporting, Bookkeeping or Other Procedures Required for Compliance: Information must be maintained on each sample received by the laboratory for testing.

- C) Types of Professional Skills Necessary for Compliance: For a laboratory supervisor, professional skills necessary include a bachelor's degree, completion of a Department-conducted or -approved training course, and Department approval to serve as a laboratory supervisor. For a laboratory analyst, necessary skills include a high school diploma and six months bench experience in a microbiological analytical laboratory.

- 13) Regulatory Agenda on which this rulemaking was summarized: This rulemaking was not included on a regulatory agenda because the need was not apparent when the regulatory agenda was prepared.

The full text of the Proposed Amendments begins on the next page:

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF PROPOSED AMENDMENTS

TITLE 35: ENVIRONMENTAL PROTECTION

SUBTITLE A: GENERAL PROVISIONS

CHAPTER II: ENVIRONMENTAL PROTECTION AGENCY

PART 183

JOINT RULES OF THE ILLINOIS ENVIRONMENTAL

PROTECTION AGENCY, THE ILLINOIS

DEPARTMENT OF PUBLIC HEALTH AND THE ILLINOIS DEPARTMENT OF NUCLEAR SAFETY:

CERTIFICATION AND OPERATION OF

ENVIRONMENTAL LABORATORIES

SUBPART A: GENERAL PROVISIONS

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183.110 Scope and Applicability

183.115 Definitions

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183.125 Certification Procedure

183.130 Conditions Governing the Use of Certificates

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183.132 Preliminary Certification

183.133 Changes in Ownership or Operations

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183.135 Subcontracting by Certified Laboratories

183.140 Performance Evaluation Samples

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183.150 Hearing, Decision and Appeal

183.155 Liability

183.160 Reciprocity Agreements

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183.170 Public Inspection of Records (Repealed)

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WATER SUPPLY SAMPLES

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183.215 Laboratory Facilities

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183.225 General Laboratory Practices

183.230 Methodology and Required Equipment

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183.250 Free Chlorine Residual and Turbidity

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Action Response to Laboratory Results

SUBPART C: MICROBIOLOGICAL ANALYSES OF
PUBLIC WATER SUPPLY SAMPLES

183.255

Section

183.305 Scope and Applicability (Repealed)

183.310 Personnel Requirements (Repealed)

183.315 Laboratory Facilities (Repealed)

183.320 Laboratory Equipment (Repealed)

183.325 Laboratory Glassware, Plastic Ware and Metal Utensils (Repealed)

183.330 General Laboratory Practices (Repealed)

183.335 Methodology (Repealed)

183.340 Sample Collection, Handling and Preservation (Repealed)

183.345 Standards for Laboratory Pure Water (Repealed)

183.350 General Quality Control Procedures (Repealed)

183.355 Quality Controls for Media, Equipment and Supplies (Repealed)

183.360 Data Handling (Repealed)

183.365 Record Maintenance (Repealed)

183.370 Action Response to Laboratory Results (Repealed)

SUBPART D: RADIOCHEMICAL ANALYSES OF PUBLIC

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Section

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183.406 Length of Certification for Radiochemical Laboratories

183.410 Personnel Requirements

183.415 Laboratory Facilities

183.420 Laboratory Equipment and Instrumentation

183.425 General Laboratory Practices

183.430 Analytical Methodology

183.435 Sample Collection, Handling and Preservation

183.440 Quality Assurance

183.445 Record Maintenance

183.450 Action Response to Laboratory Results

APPENDIX A

Methodology and Required Equipment for Inorganic Chemical

Analyses of Public Water Supply Samples

APPENDIX B

Methodology and Required Equipment for Regulated Organic

Chemical Analyses of Public Water Supply Samples

AUTHORITY: Implementing Section 1401(1)(d) of the Safe Drinking Water Act (42 U.S.C. 300f(1)(D)), Subpart C of the National Primary Drinking Water Regulations (40 CFR 141.21 through 141.30 (1991)), the Illinois Environmental Protection Act [415 ILCS 5] and the Civil Administrative Code of Illinois [20 ILCS 5] and authorized by Section 4(o) and (p) of the Illinois Environmental Protection Act [415 ILCS 5/4(o) and (p)] and Sections 55.10 through 55.12 and

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF PROPOSED AMENDMENTS

Section 71 of the Civil Administrative Code of Illinois [20 ILCS 2310/55.10 through 55.12 and 20 ILCS 2005/71(D)].

SOURCE: Adopted at 3 Ill. Reg. 34, p. 103, effective August 19, 1979; codified at 6 Ill. Reg. 14657; amended at 7 Ill. Reg. 13523, effective September 28, 1983; amended at 14 Ill. Reg. 8592, effective May 16, 1990; amended at 17 Ill. Reg. 12319, effective July 14, 1993; amended at 20 Ill. Reg. 3160, effective February 5, 1996; amended at 22 Ill. Reg. _____, effective _____.

NOTE: In this Part, superscript numbers or letters are denoted by parentheses; subscript are denoted by brackets.

SUBPART A: GENERAL PROVISIONS

Section 183.105 Authority

Pursuant to--the--authority--contained-in--Ill--Rev--Stat--19917--ch--127--par--55:10--through--55:127--and--63b17--(20--ILCS--2310/55:10--through--55:127--and--20--ILCS--2005/71(B))--which--authorizes--the--Illinois--Department--of--Public--Health--to--establish--and--enforce--minimum--standards--and--establish--certification--procedures--for--laboratories--making--examinations--in--connection--with--the--diagnosis--of--disease--or--tests--for--the--evaluation--of--health--hazards--and--also--to--enter--into--contracts--with--other--public--agencies--for--the--exchange--of--health--services--which--may--benefit--the--health--of--the--people--and--pursuant--to--the--authority--contained--in--Section--4(o) and (p) of the Illinois Environmental Protection Act (Ill--Rev--Stat--19917--ch--111:172--par--1004--(e) and (p)) [415 ILCS 5/4(o) and (p)], which authorizes the Illinois Environmental Protection Agency to "establish and enforce minimum standards for the operation of laboratories relating to analyses and laboratory tests for air pollution, water pollution, noise emissions, contaminant discharges onto land and sanitary, chemical, and mineral quality of water distributed by a public water supply", and to "issue certificates of competency to persons and laboratories meeting the minimum standards established by the Agency...and to promulgate and enforce regulations relevant to the issuance and use of such certificates", and to "enter into formal working agreements with other departments or agencies of state government under which all or portions of this authority may be delegated to the cooperating department or agency", the Illinois Environmental Protection Agency--the--Illinois--Department--of--Public--Health--and the Illinois Department of Nuclear Safety jointly adopt the following rules and regulations.

(Source: Amended at 22 Ill. Reg. _____, effective _____)

Section 183.115 Definitions

For purposes of this Part unless otherwise specifically defined or the context clearly requires a different meaning:

DEPARTMENT OF PUBLIC HEALTH

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"Act" means Section 4(o) and (p) of the Environmental Protection Act [415 ILCS 5/4(o) and (p)].

"Agency" means the Illinois Environmental Protection Agency--the--Illinois--Department--of--Public--Health--or the Illinois Department of Nuclear Safety, whichever is applicable based on the division of authority specified in Section 183.120.

"Analyst" means any person who performs analyses for certain or all parameters on samples submitted to the environmental laboratory and who meets the qualifications set forth in the applicable Subpart of this Part.

"Certification" means a status of approval granted to an environmental laboratory that meets the criteria established by this Part or in accordance with a reciprocity agreement entered into pursuant to Section 183.160. Certification is not a guarantee of the validity of the data generated.

"Certification Officer" means any person who is designated by the Agency to inspect and evaluate environmental laboratories for compliance in meeting the criteria set forth in this Part. Certification officers shall meet the educational and experience qualifications for laboratory directors as set forth in Subparts B and D or laboratory supervisors as set forth in Subpart C.

"Consultant" means a person who is retained by a written agreement to provide professional consultation services.

"Deficiency" means a failure of an environmental laboratory to meet any applicable requirement of this Part.

"Environmental Laboratory" means any facility that performs analyses on environmental samples in order to determine the quality of food, milk, public water supplies, surface water, ground water, recreational waters, wastewater, air, or land.

"Laboratory Director" means the person who is responsible for the operation of an environmental laboratory and who meets the qualifications set forth in the applicable Subpart of this Part.

"Laboratory Pure Water" means water meeting the standards set forth in Section 183.345.

"Laboratory Supervisor" means a person who supervises the performance of the analytical procedures within an environmental laboratory and who meets the qualifications set forth in the applicable Subpart of this Part.

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF PROPOSED AMENDMENTS

"Major remodeling" means any remodeling of the laboratory facility which requires the acquisition of a local building permit.

"Parameter" means a chemical element, chemical compound, radioisotope or microbiological organism.

"Performance Evaluation Sample" (PES) means a sample used to determine accuracy, prepared either by the certifying agency or an authority recognized by the certifying agency, in which the true value and acceptance limits are unknown to the laboratory at the time of analysis.

"Provisional Certification" means a certification status granted to an environmental laboratory in order to allow time for the correction of a deficiency. Failure to correct a deficiency during the provisional certification period allows the Agency to revoke certification as specified in Section 183.134. While on provisional certification, an environmental laboratory remains approved for the analyses covered by its certification.

"Public Water Supply" means all mains, pipes and structures through which water is obtained and distributed to the public, including wells and well structures, intakes and cribs, pumping stations, treatment plants, reservoirs, storage tanks and appurtenances, collectively or severally, actually used or intended for use for the purpose of furnishing water for drinking or general domestic use and which serve at least 15 service connections or which regularly serve at least 25 persons at least 60 days per year.

"Senior Analyst" means a person who performs analyses on samples submitted to the environmental laboratory and who meets the qualifications set forth in the applicable Section of this Part.

(Source: Amended at 22 Ill. Reg. _____, effective _____)

Section 183.120 Division of Authority

- a) The Illinois Environmental Protection Agency shall administer this Part with respect to the analysis of organic and inorganic chemical parameters.
- b) ~~The Illinois Department of Public Health shall administer this Part with respect to the analysis of microbiological parameters.~~
- b)c) The Illinois Department of Nuclear Safety shall administer this Part with respect to the analysis of radiological parameters.

(Source: Amended at 22 Ill. Reg. _____, effective _____)

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF PROPOSED AMENDMENTS

Section 183.130 Conditions Governing the Use of Certificates

- a) Certification of ~~environmental laboratories under Subpart C shall be effective for a two-year period and certification of environmental laboratories under Subparts B and D shall be effective for a three-year period~~ from the date of issue, unless modified or revoked by the Agency. Application for timely renewal of certification shall be made to the Agency no later than 90 days prior to the applicable expiration date. Approval of a renewal application shall be contingent upon the environmental laboratory meeting all of the factors considered in granting the original certification, including acceptable results on performance evaluation samples required under this Part. When a certified environmental laboratory has made timely and sufficient application for renewal of certification or certification for additional parameters, the existing certification shall, unless otherwise modified or revoked in accordance with this Part, continue in full force and effect until the final decision of the Agency on the application has been made.
- b) Certification shall be limited to those parameters for which an environmental laboratory has been approved and which are listed on the certificate of approval.
- c) The certificate of approval shall be posted or displayed in a prominent place in the laboratory facility.
- d) Information related to the certification of an environmental laboratory shall be accurately represented if used in any advertising and shall prominently include the statement that "Certification by the State of Illinois is not an endorsement or a guarantee of the validity of the data generated." Such information shall also specify the parameters for which the environmental laboratory has been certified. The advertising shall not include any representation that the environmental laboratory is certified to perform a type of analysis for which it lacks proper certification.
- e) An environmental laboratory may surrender its certification voluntarily by notifying the Agency in writing and returning the certificate.

(Source: Amended at 22 Ill. Reg. _____, effective _____)

Section 183.150 Hearing, Decision and Appeal

The following procedures are established for Agency certification actions which are required by law to be preceded by notice and opportunity for hearing:

- a) Prior to revocation or partial revocation, the Agency shall give written notice to the laboratory director or owner. This notice shall include a description of the proposed action, the facts or conduct upon which the Agency will rely to support its proposed action and the procedures for requesting a hearing.

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF PROPOSED AMENDMENTS

- b) Notice given under subsection (a) above and any hearing requested following issuance of such notice shall be in accordance with the "Rules of Practice and Procedure in Administrative Hearings" as adopted by the Illinois Department of Public Health. A single joint hearing may be conducted when a hearing is requested concerning actions of more than one Agency.

1) With respect to the Illinois Environmental Protection Agency, the "Rules of Practice and Procedure in Administrative Hearings" (77 Ill. Adm. Code 100) are applicable only to hearings under this Section and the included definitions of "Department" and "Director" are modified as follows:

"Department" shall mean the Illinois Environmental Protection Agency.
 "Director" shall mean the Director of the Illinois Environmental Protection Agency.

2) "Rules of Practice and Procedure in Administrative Hearings" (77 Ill. Adm. Code 100) are applicable only to hearings under this Section and the included definitions of "Department" and "Director" are modified as follows:

"Department" shall mean the Department of Nuclear Safety.
 "Director" shall mean the Director of the Department of Nuclear Safety.

- c) If, however, the Agency finds that an emergency situation warrants immediate action, summary suspension as provided for by Section 10-65(d) of the Illinois Administrative Procedure Act (411-Rev-Stat-1991, ch-127, par-1010-65(d)) [5 ILCS 100/10-65(d)] may be ordered pending revocation proceedings. An emergency situation warrants immediate action if there is substantial risk to public health, safety, or welfare resulting from laboratory deficiencies that are compromising or are likely to compromise the analytical results obtained.

- d) A final decision of the Director of the Illinois Department of Public Health or the Director of the Illinois Department of Nuclear Safety is appealable to the Circuit Courts under the Illinois Administrative Review Act (411-Rev-Stat-1991, ch-1107, par-3-101-et-seq.) [735 ILCS 5/3-101 et seq.]. A final decision of the Director of the Illinois Environmental Protection Agency may be contested before the Pollution Control Board under the Illinois Environmental Protection Act (411-Rev-Stat-1991, ch-111, par-1-17, par-1801-et-seq.) [415 ILCS 5/1 et seq.] with subsequent appeal to the Appellate Courts available.

(Source: Amended at 22 Ill. Reg. _____, effective _____)

SUBPART C: MICROBIOLOGICAL ANALYSES OF
PUBLIC WATER SUPPLY SAMPLES

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF PROPOSED AMENDMENTS

Section 183.305 Scope and Applicability (Repealed)

This Subpart C establishes standards applicable to environmental laboratories involved in microbiological analyses of samples of water from public water supplies and their sources.

(Source: Repealed at 22 Ill. Reg. _____, effective _____)

Section 183.310 Personnel Requirements (Repealed)

- a) The laboratory supervisor shall be a person holding a minimum of a bachelor's degree in microbiology, biology, chemistry or a closely related field. In addition, the laboratory supervisor shall have had a minimum of one year of bench experience in an environmental laboratory in the area of analytical responsibility and shall demonstrate ability to properly perform representative test procedures under his or her supervision while under observation by the certification officer. A laboratory supervisor shall be a full-time employee.

- b) An analyst is a person who performs microbiological analyses on water, has a minimum of high school diploma in academic or laboratory oriented vocational courses, and has had a minimum of six months bench experience in a microbiological analytical laboratory. In addition, an analyst shall demonstrate ability to properly perform representative test procedures with which he or she is involved while under observation of the certification officer. Analysts shall be under the direct supervision of the laboratory supervisor.

- c) A person who is serving in a certified environmental laboratory in either capacity defined in subsections (a) or (b) above and does not meet either the educational or experience requirements or both may be recommended by the certification officer to serve in said position. Also, a certified analyst may be recommended by the certification officer to fill a vacancy for the position of laboratory supervisor. In making these recommendations, the certification officer shall take into account the following factors:

- 1) Length of experience as an offset for not meeting educational requirements;
- 2) Extent of education as an offset for not meeting experience requirements; and
- 3) For analysts, demonstration of ability to properly perform representative test procedures with which he or she is involved while under observation of the certification officer.

(Source: Repealed at 22 Ill. Reg. _____, effective _____)

Section 183.315 Laboratory Facilities (Repealed)

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF PROPOSED AMENDMENTS

The laboratory's physical facilities shall meet the following specifications:

- a) A minimum of 150 square feet of floor space shall be provided for each analyst.
- b) Floors shall be covered with asphalt-tile, vinyl, concrete, or other impervious washable surface, which can be easily maintained.
- c) Ample floor space shall be available for stationary equipment such as autoclaves, incubators, and hot air sterilization ovens. Storage space that is free of dust and insects shall be provided for the protection of glassware, media, and portable equipment.
- d) Laboratories analyzing potable water, non-potable source, and recreation waters, and sewage by microbiological methods shall have at least two separate rooms (a room for potable water, non-potable source and recreation waters, and a room for sewage).
- e) A separate area for preparation and sterilization of media, glassware and equipment shall be provided.
- f) Walls and ceilings shall be covered with waterproof paint, enamel, ceramic tile, or other material that provides a smooth finish which is easily cleaned and disinfected.
- g) A minimum of 6 linear feet of useable bench space, free of equipment shall be provided for each analyst.
- h) Bench tops shall be stainless steel, epoxy-plastic, or other smooth impervious material which is inert, corrosion resistant, has a minimum number of seams, and is level.
- i) Laboratory lighting shall be even, and provide a minimum of 100 footcandle light intensity at all working surfaces.
- j) The laboratory shall include a sink with hot and cold running water. All water supply outlets shall be protected by approved vacuum breakers.
- k) Laboratories shall be well-ventilated and free of dusts, drafts, and extreme temperature changes. Central air conditioning is recommended to reduce contamination, permit more stable operation of incubators, and decrease moisture problems with media and analytical balances. The temperature within the laboratory shall be maintained at between 60° and 80° F.
- l) An adequate electrical supply for operation of instruments and mechanical needs shall be provided. The certification officer may require verification from an official inspector or other qualified person that the laboratory meets local and national electrical codes.
- m) Instruments shall be properly grounded.
- n) Instrument outlets shall be properly grounded.
- o) All plumbing shall meet local and state plumbing codes. The certification officer may require verification from an official inspector or other qualified person that the laboratory meets such codes.
- p) The laboratory shall include a vacuum source if the analyses performed so require.
- q) The laboratory shall be located in an area sufficiently free from

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- r) noise and vibrations to prevent interference with its functions. The laboratory shall have a readily available source of laboratory pure water.

(Source: Repealed at 22 Ill. Reg. _____, effective _____)

Section 183.320 Laboratory Equipment (Repealed)

Only those instruments that are needed to analyze for the parameters for which the laboratory is being certified are required, but those instruments shall meet the following minimum specifications: A laboratory doing all the analyses described in Section 183.335 shall have or have access to all of the equipment listed in this section with the minimum specifications cited.

- a) A top-loading or trip pan balance shall be clean, not corroded, and provided with a standardized class S or S-1 weights certified by the manufacturer as meeting the requirements established by the NIST.
- i) A torsion or trip pan balance used for weighing materials of 2 grams or more shall detect 100 mg of weight accurately at a 150 gram load.
- 2) An analytical balance used for weighing quantities of less than 2 grams shall be sensitive to 1 mg at a 10 gram load.
- b) A magnetic stirrer shall be of variable speed, 120 volts, and use of section coated stirring bar. The magnetic stirrer may be equipped with a heating element.
- c) A pH meter shall have an accuracy of at least plus or minus 0.1 units and a scale readability of at least plus or minus 0.1 units. The pH meter may be either line/bench or battery/portable operated.
- d) A conductivity meter and cell combination suitable for checking laboratory pure water quality shall be readable in ohms or mhos, and have a range of up to 2.5 megohms/cm resistivity (conductivity down to 0.4 micromhos/cm, plus or minus 1 percent). The conductivity meter may be either line/bench or battery/portable operated.
- e) An autoclave shall be horizontal chambered and shall meet all of the following specifications:
 - i) When observed during the operational cycle or when time temperature charts are read, the autoclave shall be in good operating condition.
 - 2) An operating safety valve shall be included.
 - 3) Separate temperature and pressure gauges shall be located on the exhaust side.
 - 4) The autoclave shall reach and maintain a temperature of 121°C during the sterilization cycle, and no more than 45 minutes shall be required for a complete cycle of carbohydrate media, and be required for a complete cycle of carbohydrate media, and be required for a complete cycle of carbohydrate media.
 - 5) Depressurization shall not produce gas bubbles in fermentation media.
 - f) A hot air sterilization oven shall operate at a minimum of 175°C. It shall be equipped with a thermometer inserted through the top port hole.

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- or be equipped with a temperature-recording device, and shall be equipped with a thermostat control that will not allow the temperature to deviate by more than plus or minus .50 C. from the temperature setting.
- g) An incubation unit shall maintain an internal temperature of .35a plus or minus .05a C. or .45a plus or minus .07a C. and shall be of the following type: air or water jacketed incubator; room waterbath; or aluminum block incubator. Incubation units of the aluminum block type shall have culture dishes and tubes that are snug fitting in the block.
- h) An ultraviolet sterilizer shall be free from radiation leaks and shall be UV efficiency tested quarterly as described in "Standard Methods for the Examination of Water and Wastewater." Proper eye protection shall be available for users of the ultraviolet sterilizer. The ultraviolet sterilizer shall not be used as a substitute for an autoclave. The unit shall be disconnected monthly and the lamps cleaned by wiping with a soft cloth moistened with ethanol.
- AGENCY NOTE: The "Standard Methods for the Examination of Water and Wastewater," referenced in this Subpart C, shall be the 16th Edition, American Public Health Association, Washington, D.C., 1985, exclusive of any subsequent amendments or editions. A copy of this publication is available for public inspection at the Department of Public Health.
- i) A refrigerator shall maintain a temperature of between 1a and 4.4a C. and shall be equipped with a thermometer located on the top shelf. The thermometer shall be graduated in at least 1 C. increments and the thermometer bulb shall be immersed in liquid.
- j) An agar tempering water bath shall be of appropriate size for holding melted medium and shall be thermostatically controlled at .45a plus or minus 1a C.
- k) The following standards shall apply to temperature monitoring devices:
- 1) Glass thermometers shall be graduated in no greater than 0.5a C. units for use in .35a C. incubators.
 - 2) Glass thermometers shall be graduated in no greater than 0.1a or 0.2a C. units for use in .45a C. waterbaths or aluminum block type incubators.
 - 3) Continuous temperature recording devices shall be sensitive to at least 0.5a C. when used on .35a C. incubators, and shall be sensitive to at least 0.2a C. when used for .45a C. waterbaths or aluminum block type incubators.
 - 4) An NIST-certified thermometer or one of equivalent accuracy graduated in 0.2a C. or less shall be available for calibration use and shall be accompanied by its certification papers and procedures for use. Unless otherwise specified in this Subpart C, all thermometers and temperature recording devices shall be calibrated against such certified thermometer to within plus or minus 1.0a C.
 - 5) Each laboratory shall have a maximum-egulating thermometer in the range of 200a to 400a F. (90a to 200a C.) graduated in

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- increments no greater than 2a P. (1a C).
- 6) Each laboratory shall use separate thermometers for determining the temperatures of waterbaths, ovens, autoclaves, samples, refrigerators, storage areas, etc.
- 7) The liquid column of glass thermometers shall have no separations.
- i) Optical counting equipment shall include a low power magnification device of the dissecting or stereomicroscope type with a magnification power of 10 to 15 diameters, and an external daylight fluorescent light source for sheen discernment at an angle of 60a to 80a above the colonies.
- m) A mechanical hand tally shall be available for counting colonies on membrane filters or agar pour plates.
- n) Where metal inoculation loops are used, loops shall be of .32 to .24 gauge Nichrome, chromel, or platinum-iridium wire with loop diameters of at least .3 mm. Hot air sterilized wooden applicator sticks or presterilized plastic loops may be used.
- o) Membrane filter equipment shall be non-leaking, uncorroded, and made of stainless steel, glass, or autoclavable plastic. Metal plating on membrane filter equipment shall not be worn so as to expose base metal.
- p) Membrane filters shall be white, grid marked, .47 mm diameter, with 0.45 micron pore size, and made from cellulose ester materials. Another pore size may be used if the manufacturer gives performance data equal to or better than the 0.45 micron membrane filter. Membrane filters shall be autoclavable or presterilized.
- q) Absorbent pads shall be of uniform thickness to permit 1.0 to 2.2 ml media absorption and shall be autoclavable or presterilized. Paper shall be free from growth inhibitory substances.
- r) Forceps used to handle membrane filters and absorbent pads shall have a round tip without corrugations.
- (Source: Repaled at 22 Ill. Reg. _____, effective _____)
- Section 183.325 Laboratory Glassware, Plastic Ware and Metal Utensils (Repealed)
- a) Except for disposable plastic ware, items shall be resistant to effects of corrosion, high temperature, and vigorous cleaning operations. Metal utensils made of stainless steel are preferred. Plastic items shall be of inert, non-toxic material and shall retain accurate graduations or calibration marks after repeated autoclaving. Glassware which is used for purposes that may subject it to damage from heat or chemicals shall be of borosilicate glass. All glassware shall be free of chips, cracks, or excessive etching. All volumetric glassware shall be Class A, denoting that it meets federal specifications and is certified by the manufacturer as meeting the

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- standards--established--by--the--American--Society--for--Testing--and--Materials--(ASTM);
- b) Graduated--cylinders--for--measurement--of--sample--volumes--shall--have--a--tolerance--of--2--5%--or--less--Precalibrated--containers--shall--have--clearly--marked--volumes--of--2.5%--tolerance--The--calibration--of--each--precalibrated--container--shall--be--checked--by--measuring--the--volume--of--ten--calibrated--containers;
- c) Media--preparation--utensils--shall--be--of--borosilicate--glass--or--stainless--steel--and--shall--be--clean--and--free--from--foreign--residues--or--dried--medium;
- d) Pipets--shall--meet--the--specifications--set--forth--in--"Standard--Methods--for--the--Examination--of--Water--and--Wastewater"--Containers--for--glass--pipets--shall--be--of--either--stainless--steel--or--aluminum--Opened--packages--of--sterile--disposable--pipets--shall--be--securely--resealed--between--uses;
- e) Culture--dishes--shall--be--sterile--and--shall--be--of--the--tight--or--loose--lid--plastic--or--loose--lid--glass--type--In--addition--culture--dishes--shall--be--of--100-mm-x-15-mm--or--60-mm-x-15-mm--size--and--shall--be--clearly--flat--bottomed--and--free--from--bubbles--or--scratches--on--both--Containers--for--culture--dishes--shall--be--of--aluminum--or--stainless--steel--or--culture--dishes--shall--be--wrapped--in--heavy--aluminum--foil--or--char--resistant--paper--Open--packages--of--sterile--disposable--culture--dishes--shall--be--securely--resealed--between--uses--Loose--lid--dishes--shall--be--incubated--in--a--tight--fitting--container--to--prevent--dehydration--of--membrane--filter--and--medium;
- f) Culture--tubes--shall--be--of--borosilicate--glass--or--other--corrosion--resistant--glass--and--shall--be--of--sufficient--size--to--contain--culture--medium--as--well--as--the--sample--portions--employed--without--being--more--than--three--fourths--full--Culture--tube--closures--shall--be--loose--fitting--stainless--steel--or--plastic--caps--or--aluminum--caps--or--plastic--screw--caps--with--non-toxic--liners;
- g) Biotin--bottles--shall--be--of--borosilicate--glass--or--other--corrosion--resistant--glass--or--autoclavable--plastic--and--shall--be--free--of--chips--and--cracks--at--the--tip--A--graduation--level--shall--be--distinctly--marked--on--the--side--of--dilution--bottles--at--99--ml--Dilution--bottle--closures--shall--be--plastic--screw--caps--with--leakproof--liners--and--shall--not--produce--toxic--substances--during--the--sterilization--process;
- h) Sample--bottles--shall--be--sterile--of--plastic--or--hard--glass--wide--mouthed--and--of--at--least--150-ml--capacity--Sample--bottle--closures--shall--be--glass--stoppers--or--screw--caps--metal--or--plastic--capable--of--withstanding--repeated--sterilization--with--leakproof--liners--and--shall--not--produce--toxic--substances--during--the--sterilization--process--Glass--stoppered--bottle--closures--shall--be--covered--with--aluminum--foil--or--char--resistant--paper--for--sterilization--Metal--caps--with--exposed--bare--metal--on--the--inside--shall--not--be--used--Presterilized--bags--with--or--without--a--dechlorinating--reagent--may--be--used;

(Source: Repealed at 22 Ill. Reg. _____, effective _____)

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- _____)
- Section 183.330 General Laboratory Practices (Repealed)
- a) The following standards shall apply to sterilization procedures:
- 1) Autoclaving--of--the--following--items--shall--be--carried--out--at--121a--plus--or--minus--1a--C--for--the--durations--specified--below:
- | Item | Minimum--duration--of--autoclaving |
|------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|
| Membrane--filters--and--pads | 10--minutes |
| Carbohydrate--containing--media
(lumpy)--tryptose--brilliant
green--lactose--bile--broth
etc.) | 12--15--minutes |
| Contaminated--materials--and
discarded--tests | 30--minutes |
| Membrane--filter--assemblies
(wrapped)--sample--collection
bottles--(empty)--and
individual--glassware--items | 30--minutes |
| Rinse--water--volumes--of--500-ml
to--1000-ml | 45--minutes |
| Rinse--water--volumes--in--excess
of--1000-ml | time--adjusted--for
volume--check--for
sterility |
| Biotin--water--blanks | 15--minutes |
- 2) Membrane--filters--and--pads--and--all--media--shall--be--removed--from--the--autoclave--immediately--after--completion--of--the--sterilization--cycle.
- 3) The--maximum--elapsed--time--for--exposure--of--carbohydrate--containing--media--to--any--heat--(from--the--time--of--closing--the--loaded--autoclave--to--unloading)--shall--be--45--minutes.
- 4) Membrane--filter--assemblies--shall--be--autoclaved--between--each--sample--filtration--series--A--filtration--series--ends--when--30--minutes--or--more--have--elapsed--between--sample--filtrations--A--by--sterilizer--or--boiling--water--may--be--used--on--membrane--filter--assemblies--for--at--least--2--minutes--to--prevent--bacterial--carry-over--between--sample--filtrations--but--shall--not--be--used--as--a--substitute--for--autoclaving--between--sample--filtration--series.
- 5) Bred--glassware--to--be--sterilized--in--a--hot-air--sterilizing--oven

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Type-----of water	Parameter	Methodology filter procedure	Reference
Potable	Pecai coliforms	EC-verification	c
Potable-or Non-potable	Pecai coliforms	Pecai-coliform MPP procedure	a
Non-potable	Pecai streptococci	MPP-procedure	a
Non-potable	Pecai coliforms	Pecai coliform membrane filter procedure	a-a-c
Non-potable	Pecai streptococci	Membrane filter procedure	a
Potable-and non-potable	Bacterial total count	Heterotrophic plate-count	a
Potable-and non-potable	Total Pecai coliform and-BT-Coli	MMP-MPP	c
AGENCY-NOTES:			
a	Standard-Methods-for-the-Examination-of-Water-and-Wastewater.		
b	Excluding-the-gram-stain-technic.		
c	Manual-for-the-Germination-of-Laboratories-Analyzing-Drinking Water.---U.S.-BPA-570X9-90/000A-3rd-Edition-(Change-i---October 1991).---A-copy-of-this-manual-can-be-obtained-by---contacting---the BPA---Environmental-Protection-Agency---Washington-D.C.-20460- this-manual-as-published-and-dated---is-exclusive---of---subsequent amendments-or-editions.		
b)	The-membrane-filter-procedure-is-preferred-for-the-analysis-of-potable waters---because-it-permits-analysis-of-large-sample-volumes-in-reduced analysis-time---The-membranes-should-show-good-colony-development-over the-entire-surface---The-golden-green-metallic-sheen-colonies-should be-counted-and-recorded-as-the-coliform-density-per-100-ml-of-water sample.		

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- e) the-following-requirements--for--reporting--any-problems-with-public
water-supply-sample-results--shall-be-observed:
- i) invalidate-all-samples-resulting-in-confluent-growth-or-PNPG-(too
numerous-to-count)-Record-as-"confluent-growth"-or-"PNPG"-and
request-an-additional-sample--from--the--same--sampling--site.
Confluent--growth--is--defined--as-a-continuous-bacterial-growth
without-evidence-of-total-coliforms-covering-the-entire-membrane
filter---PNPG-is-defined-as-greater-than-200-colonies-on-the
membrane-filter--in-the-absence-of-detectable-coliforms---Do-not
invalidate-sample-when-the-membrane-filter-contains-at-least-one
total-coliform-colony.
- 2) A-laboratory--that--has--elected-to-use-the-MPP-or-PA-procedures
must-invalidate-samples--that--produce--turbid-cultures--in--the
absence-of-gas-production-(MPP)-or-an-acid-reaction-(PA).--Do-not
invalidate-if-coliform-are-indicated.

(Source: Repealed at 22 Ill. Reg. _____, effective
_____)

Section 183.340 Sample Collection, Handling and Preservation (Repealed)

- When-the-laboratory-has-been-delegated-responsibility--for--sample-collection,
handling--and--preservation--there--shall-be-strict-adherence-to-correct-sampling
procedures--complete--identification-of-the-sample--and--prompt-transfer-of-the
sample-to-the-laboratory--as-specified-in--Standard-Methods-for-the-Examination
of--Water--and--Wastewater--in--addition--the-following-standards--for-sample
collection--handling--and--preservation-of-potable-water-samples--shall-be-met:
- a) In-order-for-the-sample-to-be-representative--of--the-potable-water
system--the-sampling-program--shall-include-examination-of-the-finished
water--at--selected--sites--that-systematically-cover-the-distribution
network.
- b) Minimum-sampling-frequency--shall-be-as-specified-in-35-ill-Adm--Code
605-102--(prior--to--codification--Table-III-of-the-Illinois-Pollution
Control-Board-Rules-and-Regulations--Chapter-6--Public-Water-Supply).
Water--shall-be-sampled-from-cold-water-taps--that-are-free-of-aerator
strainers--hose-attachments--and--water-purification-devices--prior-to
sampling--a-steady-flow-of-water--shall-be-maintained--from--the-tap--for
2-to-3-minutes-to-clear-the-service-line.
- d) The--sample--bottle--shall-be-filled-allowing-at-least-one-quarter-inch
of-air-space--from-the-top-to-provide--space--for--mixing--A-minimum
sample-volume-of-100-ml--shall-be-collected.
- e) The-sample-report-form--shall-be-completed-immediately-after-collecting
the--sample--and--shall-contain--the-following-information--date--time--
of-collection--location--sample-collector's-name--sample-type--(e.g.,
routine--repeat--and--chlorine-residual--if-applicable).
f) Sample--bottles--shall-be--of--at--least--10-ml-capacity--of-sterile
plastic-or-hard-glass--wide-mouthed--with-glass-stopper--or--screw-cap
(metal--or--plastic)--and--capable--of--withstanding--repeated

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Total metals Less than or equal to 0.1 mg/l

Test for bacterioida Ratio of 0.0 to 3.0

Properties of distilled water

Free chlorine residual None

Heterotrophic plate count Less than 500/ml

b) Laboratory pure water shall be analyzed initially and annually thereafter by the test for bacteriological quality of distilled water as specified in Standard Methods for the Examination of Water and Wastewater. Only satisfactory tested water shall be used in preparing media, reagents, rinse, and dilution water. If the water tested does not meet the requirements, corrective action shall be taken and the water retested.

c) Laboratory pure water shall be analyzed monthly for conductance chlorine residual, and heterotrophic plate count. Heterotrophic plate counts shall be performed as specified in Standard Methods for the Examination of Water and Wastewater. If the water tested exceeds requirements for these properties, corrective action shall be taken and the water retested.

d) Laboratory pure water shall not be in contact with heavy metals and shall be analyzed initially and annually thereafter for trace metals specifically Pb, Cd, Cr, Cu, Ni, and Zn. If the water tested exceeds requirements for trace metals, corrective action shall be taken and the water retested.

e) The following quality control tests for heterotrophic plate count shall be utilized:

1) Sterility controls shall be poured for each bottle of sterility media, tempered medium used.

2) Sterility of pipets and petri dishes shall be determined.

3) Microbial density of the air during plating procedures shall be determined for each series of samples plated. When 15 or more colonies appear on an exposed plate after a 15-minute exposure period and 48 hours of incubation at 35-37°C, corrective action shall be taken.

4) The sterility of dilution water shall be determined if used.

(Source: Repealed at 22 Ill. Reg. _____, effective _____)

Section 183.350 General Quality Control Procedures (Repealed)

a) A written description of the current laboratory quality control program shall be maintained and made available to analysts in an area of the laboratory where analytical work takes place. A record of

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sterilization. Presterilized plastic bags, with or without a dechlorinating agent, may be used. Metal caps with exposed bare metal on the inside shall not be used. When samples are to be collected from chlorinated water supplies, sodium thiosulfate shall be added to the sample bottles in an amount sufficient to provide an approximate concentration of 100 mg per liter of sample prior to sterilization of the sample bottles. As an example, 0.1 ml of a 10 percent sodium thiosulfate solution is required for a 120-ml sample bottle.

9) When the sample is delivered to the laboratory:

1) The following information shall be added to the sample report form:

A) Date and time of sample arrival; and

B) Name or initials of the person receiving the sample for the laboratory; and

2) Each sample shall be assigned a laboratory number. In the event of a repeat or replacement sample, the number assigned to the original sample shall also be recorded.

h) Records necessary to establish chain of custody of the samples shall be maintained.

i) Samples shall be analyzed on the day of arrival in the laboratory, preferably within 30 hours after collection. If a sample is run after the 30-hour limit, the laboratory must indicate on the report form that the results may be invalid due to excessive delay before processing. Without exception, samples arriving more than 48 hours after collection shall be refused and a new sample requested.

j) Samples of potable water for heterotrophic plate count analysis shall be refrigerated and delivered to the laboratory within 6 hours after collection.

(Source: Repealed at 22 Ill. Reg. _____, effective _____)

Section 183.345 Standards for Laboratory Pure Water (Repealed)

The following standards shall apply to all laboratory pure water:

a) Laboratory pure water shall have these characteristics:

Property	Value
Conductivity	Less than 2.0 microhm/cm (resistivity greater than 0.5 megohm-cm) plus or minus 1 percent at 25°C

Trace metals:

Individual metals	Less than or equal to 0.05 mg/l
(Cd, Cr, Cu, Ni, Pb, Zn)	

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analytical--quality--control--tests--and--quality--control--checks--on--media--materials--and--equipment--shall--be--prepared--and--retained--for--5--years--b) A laboratory manual containing complete written instructions for each parameter for which the laboratory is certified shall be maintained and made available to analysts in an area of the laboratory where analytical work takes place.

c) The following minimum requirements shall apply to analytical quality control tests for general laboratory practices and methodology:

1) Verify all coliform colonies--However, if the number of colonies exceeds 10/100 ml, then randomly pick 10 colonies for verification--An acceptable alternative method is to swab the entire membrane surface and transfer the swab to the verification test media.

2) A start and finish membrane filtration control test of rinse water, medium, and supplies shall be conducted for each filtration series--If sterile controls indicate contamination, all data on samples affected shall be rejected and a request made for immediate resampling of those waters involved in the laboratory error.

3) The MPP test shall be carried to completion, except for gram staining, on 10 percent of positive confirmed samples--(A positive sample for total coliform consists of one or more positive confirmed tubes by MPP)--If no positive tubes result from the potable water sample, the completed test, except for gram staining, shall be performed quarterly on at least one positive source water.

4) When unknown performance evaluation samples are available, each approved analyst shall analyze at least one per year for the parameters measured--When performance evaluation sample results indicate technical error, the Agency will provide appropriate technical assistance to determine the cause and make suggestions for correction of the problem.

5) Each analyst approved for the total coliform procedure by the membrane filter technique shall monthly verify total coliform analyses by swabbing three plates from a known positive sample and inoculating lauryl tryptose broth and brilliant green lactose broth from each plate--The lauryl tryptose broth and brilliant green lactose bile broth shall be incubated at 35.0 plus or minus 0.5 C for 24 to 48 hours--Turbid growth with gas production indicates a positive result.

6) Each analyst approved for BG verification shall monthly inoculate three tubes of BG medium with the same swabs used to perform the monthly total coliform verification--BG medium shall be incubated at 4.5 plus or minus 0.2 C for 24 hours.

7) Each analyst approved for the fecal coliform procedure by the membrane filter technique shall monthly verify fecal coliform analyses by picking at least ten isolated colonies from membranes containing typical blue colonies and transferring to lauryl

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tryptose broth and BG medium--The lauryl tryptose broth shall be incubated at 35.0 plus or minus 0.5 C for 24 to 48 hours--The BG medium shall be incubated at 44.5 plus or minus 0.2 C for 24 hours--Turbid growth with gas production indicates a positive result.

8) Each approved analyst shall monthly verify analyses for fecal streptococci by picking at least 10 isolated pink to red colonies and transferring to brain heart infusion (BHI) agar--and--broth--the--catalase--test--shall--be--performed--on--24--hour--cultures--that--have--been--incubated--at--35.0--plus--or--minus--0.5--C--with--catalase--negative--cultures--(possible--fecal--streptococci)--transferred--to--40--percent--bile--BHI--broth--and--incubated--at--35.0--plus--or--minus--0.5--C--Also, catalase negative cultures shall be transferred to BHI broth and incubated at 45.0 plus or minus 0.5 C--Growth at both temperatures verifies fecal streptococci.

9) If there is more than one analyst in the laboratory, at least once each month each analyst shall count the same heterotrophic plate count plate, total coliform membrane, fecal coliform membrane, and fecal streptococcus membrane--(If appropriate, Colony counts between analysts shall agree within 10 percent.

10) The standards for laboratory pure water specified in Section 103.345 shall be met.

(Source: Repealed at 22 Ill. Reg. _____, effective _____)

Section 183.355 Quality Controls for Media, Equipment and Supplies (Repealed)

The following minimum requirements shall apply to quality control checks of laboratory media, equipment and supplies:

a) The pH meters shall be clean and calibrated each use period with a pH 4, pH 7 and pH 10 standard buffers--Each buffer aliquot shall be used only once--Commercial buffer solutions shall be dated on initial use--Do not use past the expiration date--Maintain electrodes according to manufacturer's recommendations.

b) Balances shall be calibrated monthly using NIST standardized glass weights or 100 g weights or weights traceable to Glass-Scott weights--If nonreference weights are used, they shall be calibrated annually with Glass-Scott weights--A minimum of three weights which bracket the weighing requirements of the laboratory shall be used--Balances shall be calibrated by service contract annually.

c) Glass thermometers or continuous temperature recording devices for incubators shall be checked at least annually for accuracy and metal thermometers shall be checked at least quarterly for accuracy against an NIST certified thermometer or one of equivalent accuracy.

d) Temperature in incubation equipment shall be recorded continuously by a temperature recording device or recorded twice daily (at times separated by at least 4 hours) from in place thermometers immersed in

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with--sodium--thiosulfate--shall--be--checked--for--sufficient--amount--of--the
decolorizing--reagent--by--properly--collecting--a--potable--sample--at--the
laboratory--tap--then--checking--for--residual--chlorine--chlorine--corrective
action--shall--be--taken--if--there--is--any--residual--chlorine--and--bottles
from--the--batch--checked--shall--not--be--used--until--corrective--action--has
been--completed:
i) Current--service--contracts--or--in--house--protocols--shall--be--maintained--on
balances--autoclaves--hot--air--sterilization--ovens--water--still
detainers--reverse--osmosis--apparatus--water--baths--incubators--etc.
Service--records--on--such--equipment--shall--include--the--date--name--of--the
servicing--person--and--a--description--of--the--service--provided:
m) Records--shall--be--available--for--inspection--on--all--batches--of--sterilized
media--showing--type--of--medium--lot--numbers--date--sterilization--time
and--temperatures--final--pH--and--name--of--the--person(s)--responsible--for
all--or--any--part--of--the--recorded--data--The--final--pH--of--the--medium
shall--be:

Media pH

M-Endo-broth 7-2 plus or minus 0-2
M-Endo-agar 7-2 plus or minus 0-2
M-Endo-BBS-agar 7-2 plus or minus 0-2
brilliant green 7-2 plus or minus 0-2
lactose-bile-broth 6-9 plus or minus 0-2
p-A-cotiform-test-medium 6-9 plus or minus 0-2
EC-Medium 7-0 plus or minus 0-2
plate-count-agar 7-4 plus or minus 0-2
M-18-broth/agar 6-8 plus or minus 0-2
lauryl-tryptose-broth 6-7 plus or minus 0-2
single-strength double-strength 7-1 plus or minus 0-2
Bovine's-BMB-agar 7-2 plus or minus 0-2
KP-Step-agar 7-4 plus or minus 0-2
brain-heart-infusion broth/agar 7-3 plus or minus 0-2
Oxgall 7-2 plus or minus 0-2
Azide-dextrose-broth 7-1 plus or minus 0-2
PSG-agar

n) Positive--and--negative--cultures--or--natural--water--of--known--pollution
shall--be--used--on--each--new--lot--of--medium--to--determine--performance
compared--to--a--previous--acceptable--lot--of--medium--For--media--which--give
actual--colonies--to--count--use--Student's--t--method--of--determining
acceptability--For--all--other--media--check--a--minimum--total--of--ten--tubes
each--of--old--and--new--lot--numbers--The--results--shall--differ--by--no--more
than--10%:
o) Use--a--maximum--registering--thermometer--weekly--to--verify--sterilization
temperatures--within--autoclaves--and--hot--air--sterilizing--ovens--Use

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NOTICE OF PROPOSED AMENDMENTS

liquid--and--placed--on--shelves--Temperature--readings--from--walk-in
incubators--with--a--continuous--temperature--reading--device--shall--be
supplemented--by--readings--from--in--place--thermometers--placed--on--various
shelves--other--than--where--the--recorded--probe--is--located:
e) Bate--time--duration--and--temperature--of--autoclaving--shall--be--recorded
continuously--or--recorded--for--each--sterilization--cycle--A--list--of
materials--sterilized--in--each--cycle--shall--be--also--be--maintained--and
shall--be--initiated--by--the--person(s)--involved:
f) Hot--air--ovens--shall--be--equipped--with--a--thermometer--registering--up--to
at--least--1000--C--or--with--a--temperature--recording--device--The--oven
thermometer--shall--be--graduated--in--10-0-C--increments--or--less--with--the
bulb--placed--in--sand--during--use--Bate--time--duration--and--temperature
shall--be--recorded--for--each--sterilization--cycle--A--list--of--materials
sterilized--in--each--cycle--shall--also--be--maintained--and--shall--be
initiated--by--the--person(s)--involved:

g) Only--membrane--filters--recommended--for--water--analysis--by--the
manufacturer--shall--be--utilized--Manufacturer--data--sheets--containing
information--as--to--lot--number--ink--toxicity--recovery--retention--and
absence--of--growth--promoting--substances--for--membrane--filters--shall--be
entered--into--the--laboratory's--record--system--New--lot--numbers--or
membrane--filters--shall--be--compared--with--the--old--membranes--using
Student's--t--test--Unacceptable--membranes--shall--be--returned--to--the
vendor--Record--the--lot--number--and--date--received--for--membrane--filters--
Check--the--sterility--of--each--lot--number--of--membranes--by--plating--one
membrane--in--10--ml--volume--of--nonselective--broth--medium--and--checking--for
growth--after--24--hours--incubation--at--35-0-plus--or--minus--0-5-0-C:
h) Washing--processes--shall--provide--clean--glassware--with--no--stains--or
spotting--Use--distilled--or--deionized--water--for--final--rinse--With
initial--use--of--a--detergent--or--washing--product--and--annually--thereafter
the--rinsing--process--with--distilled--or--deionized--water--shall--be
demonstrated--to--provide--glassware--free--of--toxic--material--based--on--the
Inhibitory--Residue--Test--as--specified--in--Standard--Methods--for--the
Examination--of--Water--and--Wastewater:

i) A--representative--piece--of--each--type--of--glassware--or--plastic--ware--from
each--batch--of--clean--dried--glassware--or--plastic--ware--shall--be--tested
for--residual--alkaline--or--acid--residue--using--bromthymol--blue--indicator--
If--the--results--of--the--indicator--test--are--not--within--the--desired--color
range--of--dark--green--to--light--blue--corrective--action--shall--be--taken--by
re--rinsing--then--air--drying--and--re--testing:
j) At--least--one--bottle--per--batch--of--sterilized--sample--bottles--shall--be
checked--for--sterility--by--adding--approximately--25--ml--of--sterile
non-selective--broth--media--to--each--bottle--The--bottle--shall--be--capped
and--rotated--so--that--the--broth--comes--in--contact--with--all--surfaces--and
shall--be--incubated--at--35-0-plus--or--minus--0-5-0--for--24--hours--prior--to
checking--for--growth--Prepared--sample--bottles--from--each--batch--shall
not--be--used--unless--satisfactory--results--are--obtained--from--the--tested
bottle:

k) At--least--one--bottle--per--batch--of--sterilized--sample--bottles--prepared

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spore--strips or ampules on a weekly basis. A record of these results shall be maintained to include the date, material sterilized, and the initials of the analyst involved. Check automatic timing mechanisms on autoclaves quarterly with a stopwatch.

p) When media dispensing apparatus is used, the media preparer shall check the accuracy of the dispenser with a graduated cylinder at the start of each volume change and periodically throughout extended runs. The refrigerator temperature shall be determined daily by an accurate thermometer immersed in liquid and placed on the top shelf and the unit cleaned at least monthly. Outdated materials in the refrigerator and freezer compartments shall be discharged.

s) Ultraviolet sterilization lamps shall be tested quarterly by exposing agar spread plates containing 200 to 250 microorganisms to the light for two minutes. If such irradiation does not reduce the count of control plates by 99 percent, the lamps shall be replaced. Cleaning of ultraviolet sterilization lamps shall be done at least monthly by disconnecting the unit and cleaning the lamps with a soft cloth moistened with ethanol.

s) Water baths shall be cleaned at least monthly. The use of distilled or deionized water for water baths is recommended.

t) Media shall be used on a first-in, first-out basis. Records shall be kept of the kind, amount, date received, and date opened for bottles of media. The date opened and the date received shall be written on the bottles. Bottles of media shall be used within 6 months after opening, except that media stored in a desiccator may be used up to one year after opening. It is recommended that media be ordered in quantities to last no longer than one year and that media be ordered in quarter pound multiples rather than one pound bottles in order to keep the supply sealed and protected as long as possible. Discard any media that has passed the manufacturer's expiration date. Conductivity meters shall be calibrated monthly with a 0-01-M-KCl solution or lower concentration if desired. Calibration is not required for inline conductivity meters.

(Source: Repealed at 22 Ill. Reg. _____, effective _____)

Section 183.360 Data Handling (Repealed)

a) All records shall be initialed or signed by the person or persons responsible for recording all or any part of the data or performing the various tests.

b) Either each unit shall be responsible for maintaining its own record or all records shall be maintained in a general laboratory log book.

c) The laboratory shall record arrival time and date received in the laboratory, the end date of analysis, direct count, membrane filtration, verified count, MP, completed count, analysis name, and other special information on each sample report form.

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d) A careful check shall be made to verify that each result is entered accurately from the bench sheet onto the sample report form. The sample report form shall be initialed or signed by the persons who verified the entry of information from the bench sheet.

e) All forms used in the laboratory for both sample reporting and quality control shall be approved by the certification officer to insure that data is recorded in a format that is easily interpreted and that contains all necessary information.

(Source: Repealed at 22 Ill. Reg. _____, effective _____)

Section 183.365 Record Maintenance (Repealed)

a) A copy of the sample report form shall be maintained by the laboratory for at least five years. If results are entered into a computer storage system, a printout of the data shall be returned to the laboratory for verification with bench sheets.

b) Records of bacteriological analyses shall be kept for at least five years. Actual laboratory reports may be kept. However, data may be transferred to tabular summaries which shall include the following information:

- 1) Date, place, and time of sampling;
 - 2) Name of person who collected the sample;
 - 3) Identification of the sample or origin such as routine distribution sampler, resampler, construction sampler, raw or process water sampler, surface or ground water sampler, or other special purpose sampler;
 - 4) Date and time of receipt of sample in the laboratory;
 - 5) Records necessary to establish chain of custody of the sample;
 - 6) Date and time of sample analysis;
 - 7) Name of the persons and designation of the laboratory responsible for performing the analysis;
 - 8) Designation of the analytical techniques or methods used, and
 - 9) Results of the analysis.
- c) The disposal of all records subject to the Local Records Act (Ill. Rev. Stat., 1991, ch. 116, pars. 43-101 et seq.) 150-1069-205/1 et seq.) must be in accordance with the provisions of that Act.

(Source: Repealed at 22 Ill. Reg. _____, effective _____)

Section 183.370 Action Response to Laboratory Results (Repealed)

For laboratory results concerning samples from public water supplies and their sources, presumptive positive microbiological test results are to be reported to the requesting facility as preliminary without waiting for membrane filter verification or MP completion. After membrane filter verification or MP

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~~completion--or--both--the--adjusted--results--shall--be--reported--The--requesting
facility--shall--be--notified--when--results--indicate--that--nonconform--may--have
interfered--with--the--total--conform--analysis~~

(Source: Repealed at 22 Ill. Reg. _____, effective _____)

DEPARTMENT OF NATURAL RESOURCES

NOTICE OF PROPOSED AMENDMENT(S)

Heading of the Part: Camping on Department of Natural Resources Properties

Code Citation: 17 Ill. Adm. Code 130

Section Numbers: 130.70
Proposed Action: Amendment

Statutory Authority: Implementing and authorized by Sections 1 and 4(1) and (5) of the State Parks Act [20 ILCS 835/1 and 4(1) and (5)], and by Sections 63a23 and 63a28 of the Civil Administrative Code of Illinois [20 ILCS 805/63a23 and 63a28].

A Complete Description of the Subjects and Issues Involved: This Part is being amended to change language regarding the campground reservation program at Starved Rock State Park to require that, in addition to the applicable first night's camping and utility fee, the \$5 non-refundable reservation fee shall be submitted. The first night's camping and utility fee will be refundable if request is made 3 days prior to date of reservation. This is a clarification of a pilot project to test the acceptability of this program change.

Will this rulemaking replace any emergency rulemaking currently in effect? No

Does this rulemaking contain an automatic repeal date? No

Does this rulemaking contain incorporations by reference? No

Are there any other proposed rulemakings pending on this Part? No

Statement of Statewide Policy Objectives: This rulemaking does not affect units of local government.

Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Comments on the proposed rule may be submitted in writing for a period of 45 days following publication of this notice to:

Jack Price
Department of Natural Resources
524 S. Second Street
Springfield, IL 62701-1787
217/782-1809

Initial Regulatory Flexibility Analysis: These amendments do not affect small businesses, small municipalities or not for profit corporations.

A) Types of small businesses, small municipalities and not for profit corporations affected: None

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B) Reporting, bookkeeping or other procedures required for compliance:
None

C) Types of professional skills necessary for compliance: None

13) Regulatory Agenda on which this rule was summarized: This rule was not included on either of the 2 most recent agendas because: The Department neglected to file a regulatory agenda on this Part.

The full text of the Proposed Amendment begins on the next page:

DEPARTMENT OF NATURAL RESOURCES

NOTICE OF PROPOSED AMENDMENT(S)

TITLE 17: CONSERVATION
CHAPTER I: DEPARTMENT OF NATURAL RESOURCES
SUBCHAPTER a: LANDS

PART 130

CAMPING ON DEPARTMENT OF NATURAL RESOURCES PROPERTIES

Section

130.10

Location

130.20

Purpose of Campground

130.30

Classification of Camps by Equipment Used - Definitions

130.40

Definition of a Camp

130.50

Registrations

130.60

Permits, Extensions and Time Limits

130.70

Fees and Charges

130.80

Refunds

130.90

Check-in and Check-out Times

130.100

Unoccupied Camps

130.110

Vehicles per Camp (Refer to 17 Ill. Adm. Code Section 130.30)

130.120

Youth Group (Boy Scouts, Girl Scouts, Explorers, church groups, or others)

130.130

Organization Group Camps (charter organizations, ROTC, private clubs or others)

130.135

Campground Host Program

130.140

Use of Campground

130.150

Eviction

AUTHORITY: Implementing and authorized by Sections 1 and 4(1) and (5) of the State Parks Act [20 ILCS 835/1 and 4(1) and (5)], and by Sections 63a23 and 63a28 of the Civil Administrative Code of Illinois [20 ILCS 805/63a23 and 63a28].

SOURCE: Adopted at 4 Ill. Reg. 7, p. 110, effective February 4, 1980; emergency amendment at 5 Ill. Reg. 5707, effective June 1, 1981 for a maximum of 150 days; codified at 5 Ill. Reg. 10623; amended at 5 Ill. Reg. 14568, effective December 9, 1981; amended at 6 Ill. Reg. 3840, effective March 31, 1982; amended at 6 Ill. Reg. 9626, effective July 21, 1982; amended at 6 Ill. Reg. 14835, effective November 24, 1982; amended at 7 Ill. Reg. 5870, effective April 22, 1983; amended at 8 Ill. Reg. 5647, effective April 16, 1984; amended at 9 Ill. Reg. 6173, effective April 23, 1985; amended at 9 Ill. Reg. 11594, effective July 16, 1985; amended at 10 Ill. Reg. 9777, effective May 21, 1986; amended at 10 Ill. Reg. 13244, effective July 28, 1986; amended at 11 Ill. Reg. 9506, effective May 15, 1987; amended at 14 Ill. Reg. 12402, effective July 20, 1990; emergency amendment at 16 Ill. Reg. 7925, effective May 11, 1992, for a maximum of 150 days; emergency expired October 8, 1992; amended at 16 Ill. Reg. 15982, effective October 2, 1992; amended at 18 Ill. Reg. 1126, effective January 18, 1994; amended at 19 Ill. Reg. 6462, effective April 28, 1995; amended at 20 Ill. Reg. 6683, effective May 6, 1996; amended at 21 Ill. Reg.

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9034, effective June 26, 1997; amended at 22 Ill. Reg. _____, effective _____.

Section 130.70 Fees and Charges

- a) The full amount of the camping fee and, if applicable, the utility fee shall be collected at the time the permit is issued. If checks are taken, they shall be made payable to the Illinois Department of Natural Resources and the site identified. Camping fees vary in accordance with the degree of campground development and type of facilities available effective May 11, 1992 as follows:

- 1) Spring - Summer Camping (May 1 through September 30)
 - A) Class A Sites: Camping fee of \$8.00 per night per site, \$3.00 utility fee. Sites having availability to showers, electricity and vehicular access.
 - B) Class B-E Sites: Camping fee of \$7.00 per night per site, \$3.00 utility fee. Sites having availability to electricity and vehicular access.
 - C) Class B-S Sites: Camping fee of \$8.00 per night per site. Sites having availability to showers and vehicular access.
 - D) Class C Sites: Camping fee of \$7.00 per night per site. Sites having vehicular access or tent camp/primitive sites (walk-in or backpack) having availability to showers.
 - E) Class D Sites: Camping fee of \$6.00 per night per site. Tent camping or primitive sites (walk-in or backpack) with no vehicular access.
 - F) Youth Group Camping: \$1.00 per person, minimum daily camping fee of \$10.00.
 - G) Adult Group Camping: \$3.00 per person, minimum daily camping fee of \$30.00.
 - H) Each member of an organized group utilizing facilities furnished at Dixon Springs State Park and Pere Marquette State Park shall pay a fee of \$4.00 per night. At Dixon Springs, a deposit of \$40.00 will be required before confirmation of a reservation. At Pere Marquette, a deposit of \$100 will be required before confirmation of a reservation. The deposits will be credited to the total camping fee. Fees for day use of the group camps at Dixon Springs and Pere Marquette shall be \$45.00 per day.
 - I) Rent-A-Camp Sites will be made available at designated state parks and recreational areas throughout the department's statewide system. These designated areas will provide, at additional fees of \$8.00 and \$12.00 per night, one large tent (approximately 10' x 13') or one extra large tent (approximately 14' x 14'), respectively (erected), with wood floor, one charcoal grill, one picnic table, one trash barrel, and either 4 sleeping cots per large tent or 8 sleeping cots per extra large tent. The total overnight fee

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for a rent-a-camp will be based on the basic fees given of \$8.00 or \$12.00 per night in addition to the fee for the class of the camping site A through D on which the rent-a-camps are located, as follows:

- i) Rent-A-Camp at Class A Sites: \$16.00 or \$20.00 plus \$3.00 utility fee per night per site at all sites having availability to showers, electricity and vehicular access.
 - ii) Rent-A-Camp at Class B-E Sites: \$15.00 or \$19.00 plus \$3.00 utility fee per night per site at all sites having availability to electricity and vehicular access.
 - iii) Rent-A-Camp at Class B-S Sites: \$16.00 or \$20.00 per night per site at all sites having availability to showers and vehicular access.
 - iv) Rent-A-Camp at Class C Sites: \$15.00 or \$19.00 per night per site at all sites having vehicular access.
 - v) Rent-A-Camp at Class D Sites: \$14.00 or \$18.00 per night per site at all sites having tent camping or primitive sites (walk-in or backpack) with no vehicular access.
 - J) A \$5.00 per campsite non-refundable fee must be remitted at those facilities offering reservation services. This fee applies to reservations for group camp sites as well as individual site reservations. At Starved Rock State Park, the reservation fee shall be the applicable first night's camping and utility fee in addition to the \$5.00 per campsite non-refundable fee and is required at the time reservations are made for individual campsite reservations.
- 2) Fall - Winter Camping (October 1 through April 30)
 - A) As long as buildings, water and electrical service are available, regardless of the date, the regular camping fee will apply.
 - B) When cold weather requires closing down buildings and shutting off water in Class A campgrounds, the fee shall be reduced commensurate with the services and facilities available for use.
 - C) The fee for primitive campsites shall be \$6.00 per site. When a change in facilities is made and a campsite is reclassified, the fee for a site will change automatically.
 - b) Exceptions: Employees, Concessionaires, and Special Legislation
 - 1) Except for temporary employees of the Department of Natural Resources who qualify and are placed in the campground host program at approved camping sites, employees of the Department of Natural Resources or any other State agency, regardless of their official status, will be required to pay the established camping fee.

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- 2) The concessionaire, manager, or a responsible employee designated by the concessionaire will not be charged the regular camping fee. Rent will be paid at the rate established by the Department or pursuant to the concession lease.
- 3) An Illinois resident age 62 or older, or a person who has a Class 2 disability as defined in Section 4A of the Illinois Identification Card Act [15 ILCS 335/4A] or a disabled veteran, or a former prisoner of war as defined in Section 5 of the Department of Veterans Affairs Act [20 ILCS 2805/5], is entitled to the following camping fee provisions, upon qualifying, which will allow the spouse or minor (under 18) children, or minor grandchildren to be included in the camping party. All other members must be registered and pay the regular camping fee for the facilities provided.
- A) Illinois residents age 62 or older will be charged one-half the established camping fee on any Monday, Tuesday, Wednesday or Thursday, at Class A and B sites but must pay the entire established camping fee on all sites on any Friday, Saturday or Sunday, and, if at a site with utilities, must pay the entire utility fee for each day of camping. Verification of age may be made by any document required by law to establish proof of age and date of birth and issued by a federal or state governmental agency. No fee on Class C and D sites Monday through Thursday.
- B) Illinois residents who have a Class 2 disability and present a current Illinois Disabled Person Identification Card issued by the Secretary of State will be charged one-half the established camping fee for Class A and B sites on any Monday, Tuesday, Wednesday, or Thursday, but must pay the entire established camping fee for any Friday, Saturday or Sunday, and, if at a site with utilities, must pay the entire utility fee for each day of camping. No fee on Class C and D sites.
- C) An Illinois resident who is a disabled veteran, or former prisoner of war may camp without being charged a camping fee, but if at a site with utilities, must pay the entire utility fee for each day of camping. An individual wishing to qualify for free camping under the provisions stated above must be able to submit the appropriate document issued by the Illinois Department of Veterans' Affairs (see 20 ILCS 2805/5).

(Source: Amended at 22 Ill. Reg. _____, effective _____)

DEPARTMENT OF PROFESSIONAL REGULATION

NOTICE OF PROPOSED AMENDMENT(S)

- 1) Heading of the Part: Clinical Social Work and Social Work Practice Act
- 2) Code Citation: 68 Ill. Adm. Code 1470
- 3) Section Numbers: 1470.55
Proposed Action: New Section
- 4) Statutory Authority: Clinical Social Work and Social Work Practice Act [225 ILCS 20]
- 5) A Complete Description of the Subjects and Issues Involved: Public Act 90-150, effective July 23, 1997, includes the reauthorization of the Clinical Social Work and Social Work Practice Act. The changes included the elimination of the statutory fee section and replacing it with fees set by administrative rule. There have been no changes from the statutory fees for application or renewal of licenses.
- 6) Will these proposed amendments replace emergency rules currently in effect? No
- 7) Does this rulemaking contain an automatic repeal date? No
- 8) Do these proposed amendments contain incorporations by reference? No
- 9) Are there any other proposed amendments pending on this Part? No
- 10) Statement of Statewide Policy Objectives (if applicable): This rulemaking has no impact on local governments.
- 11) Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Interested persons may submit written comments to:
Department of Professional Regulation
Attention: Jean A. Courtney
320 West Washington, 3rd Floor
Springfield, IL 62786
217/785-0813; Fax: 217/782-7645
- All written comments received within 45 days after this issue of the *Illinois Register* will be considered.
- 12) Initial Regulatory Flexibility Analysis:
- A) Types of small businesses, small municipalities and not for profit corporations affected: Those providing social work services.
- B) Reporting, bookkeeping or other procedures required for compliance: None

DEPARTMENT OF PROFESSIONAL REGULATION

NOTICE OF PROPOSED AMENDMENT(S)

- C) Types of professional skills necessary for compliance: Social work skills are required for licensure.

- 13) Regulatory Agenda on which this rulemaking was summarized: July 1997

The full text of the Proposed Amendments begins on the next page:

DEPARTMENT OF PROFESSIONAL REGULATION

NOTICE OF PROPOSED AMENDMENT(S)

- TITLE 68: PROFESSIONS AND OCCUPATIONS
CHAPTER VII: DEPARTMENT OF PROFESSIONAL REGULATION
SUBCHAPTER b: PROFESSIONS AND OCCUPATIONS

PART 1470

CLINICAL SOCIAL WORK AND SOCIAL WORK PRACTICE ACT

Section	
1470.5	Grandfather Provisions (Repealed)
1470.7	Temporary License (Repealed)
1470.10	Applications
1470.20	Professional Experience
1470.30	Approved Colleges, Universities, and Graduate Schools of Social Work Programs
1470.40	Employer's Affidavit (Repealed)
1470.50	Admission to Examination (Repealed)
1470.55	Fees
1470.60	Endorsement
1470.70	Examinations
1470.80	Restoration
1470.90	Renewals
1470.95	Continuing Education
1470.96	Unethical, Unauthorized and Unprofessional Conduct
1470.100	Granting Variances

AUTHORITY: Implementing the Clinical Social Work and Social Work Practice Act [225 ILCS 20] and authorized by Section 60(7) of the Civil Administrative Code of Illinois [20 ILCS 2105/60(7)].

SOURCE: Rules for the Administration of the Social Workers Registration Act, effective November 18, 1971; amendment effective September 25, 1975; amended at 5 Ill. Reg. 946, effective January 15, 1981; codified at 5 Ill. Reg. 11067; amended at 5 Ill. Reg. 14171, effective December 3, 1981; emergency amendment at 6 Ill. Reg. 916, effective January 6, 1982, for a maximum of 150 days; amended at 6 Ill. Reg. 7448, effective June 15, 1982; amended at 7 Ill. Reg. 9392, effective July 26, 1983; amended at 10 Ill. Reg. 19093, effective October 28, 1986; amended at 11 Ill. Reg. 9945, effective May 12, 1987; transferred from Chapter I, 68 Ill. Adm. Code 470 (Department of Registration and Education) to Chapter VII, 68 Ill. Adm. Code 1470 (Department of Professional Regulation) pursuant to P.A. 85-225, effective January 1, 1988, at 12 Ill. Reg. 2981; emergency amendments at 13 Ill. Reg. 5771, effective April 5, 1989, for a maximum of 150 days; amended at 13 Ill. Reg. 13867, effective August 22, 1989; amended at 16 Ill. Reg. 7009, effective April 16, 1992; amended at 18 Ill. Reg. 2370, effective January 28, 1994; amended at 20 Ill. Reg. 4323, effective February 28, 1996; amended at 22 Ill. Reg. _____, effective _____.

Section 1470.55 Fees

DEPARTMENT OF PROFESSIONAL REGULATION

NOTICE OF PROPOSED AMENDMENT(S)

The following fees shall be paid to the Department and are not refundable:

a) Application Fees.

1) The fee for application for a license as a licensed clinical social worker or licensed social worker is \$50. In addition, applicants for an examination shall be required to pay, either to the Department or to the designated testing service, a fee covering the cost of determining an applicant's eligibility and providing the examination. Failure to appear for the examination on the scheduled date, at the time and place specified, after the applicant's application for examination has been received and acknowledged by the Department or the designated testing service, shall result in the forfeiture of the examination fee.

2) The application fee for a license as a licensed clinical social worker or licensed social worker who is certified or licensed under the laws of another jurisdiction is \$200.

3) The fee for application as a continuing education sponsor is \$500. State agencies, State colleges and State universities in Illinois shall be exempt from this fee.

b) Renewal Fees.

1) The fee for the renewal of a license shall be calculated at the rate of \$30 per year.

2) The fee for renewal as a continuing education sponsor shall be calculated at the rate of \$50 per year.

c) General Fees.

1) The fee for the reinstatement of a license other than from inactive status that has been expired for less than 5 years is \$20 plus payment of all lapsed renewal fees.

2) The fee for the restoration of a license that has been expired for more than 5 years is \$200.

3) The fee for the issuance of a duplicate license, for the issuance of a replacement license, for a license that has been lost or destroyed or for the issuance of a license with a change of name or address other than during the renewal period is \$20. No fee is required for name and address changes on Department records when no duplicate license is issued.

4) The fee for a certification of a licensee's record for any purpose is \$20.

5) The fee to have the scoring of an examination authorized by the Department reviewed and verified is \$20 plus any fee charged by the testing service.

6) The fee for a wall certificate showing licensure shall be the actual cost of producing such certificate.

7) The fee for a roster of persons licensed as licensed clinical social workers or licensed social workers in this State shall be the actual cost of producing such a roster.

(Source: Added at 22 Ill. Reg. _____, effective _____)

DEPARTMENT OF PROFESSIONAL REGULATIONS

NOTICE OF PROPOSED AMENDMENT(S)

1) Heading of the Part: Marriage and Family Therapy Licensing Act

2) Code Citation: 68 Ill. Adm. Code 1283

3) Section Numbers: 1283.95
Proposed Action: New Section

4) Statutory Authority: Marriage and Family Therapy Licensing Act [225 ILCS 55]

5) A Complete Description of the Subjects and Issues Involved: Public Act 90-61, effective December 30, 1997, includes the reauthorization of the Marriage and Family Therapy Licensing Act. Among its changes was elimination of the statutory fee Section, replacing it with fees set by administrative rule. There have been no changes from the statutory fees for application or renewal of licenses. However, a processing fee has been changed from \$10 to \$20.

6) Will these proposed amendments replace emergency rules currently in effect? No

7) Does this rulemaking contain an automatic repeal date? No

8) Do these proposed amendments contain incorporations by reference? No

9) Are there any other proposed amendments pending on this Part? No

10) Statement of Statewide Policy Objectives (if applicable): This rulemaking has no impact on local governments.

11) Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Interested persons may submit written comments to:

Department of Professional Regulation
Attention: Jean A. Courtney
320 West Washington, 3rd Floor
Springfield, IL 62786
217/785-0813; Fax: 217/782-7645

All written comments received within 45 days after this issue of the Illinois Register will be considered.

12) Initial Regulatory Flexibility Analysis:

A) Types of small businesses, small municipalities and not for profit corporations affected: Those providing marriage and family therapy services.

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- B) Reporting, bookkeeping or other procedures required for compliance: None
- C) Types of professional skills necessary for compliance: Marriage and family therapy skills are required for licensure.
- 13) Regulatory Agenda on which this rulemaking was summarized: July 1997

The full text of the Proposed Amendments begins on the next page:

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NOTICE OF PROPOSED AMENDMENT(S)

TITLE 68: PROFESSIONS AND OCCUPATIONS
CHAPTER VII: DEPARTMENT OF PROFESSIONAL REGULATION
SUBCHAPTER b: PROFESSIONS AND OCCUPATIONS

PART 1283

MARRIAGE AND FAMILY THERAPY LICENSING ACT

Section

1283.10	Application for a Temporary License Under Section 50 of the Act
1283.20	Experience and Clinical Supervision
1283.30	Education
1283.40	Examination
1283.50	Application for Examination/Licensure
1283.60	Endorsement
1283.70	Renewal
1283.80	Inactive Status
1283.90	Restoration
1283.95	Fees
1283.100	Professional Conduct
1283.110	Continuing Education
1283.120	Granting Variances

AUTHORITY: Implementing the Marriage and Family Therapy Licensing Act [225 ILCS 55] and authorized by Section 60(7) of the Civil Administrative Code of Illinois [20 ILCS 2105/60(7)].

SOURCE: Adopted at 18 Ill. Reg. 10752, effective June 28, 1994; amended at 20 Ill. Reg. 12006, effective August 27, 1996; amended at 22 Ill. Reg. _____, effective _____.

Section 1283.95 Fees

The following fees shall be paid to the Department and are not refundable:

a) Application Fees.

- 1) The fee for original application for a license as a marriage and family therapist is \$100. In addition, applicants for an examination shall be required to pay, either to the Department or to the designated testing service, a fee covering the cost of determining an applicant's eligibility and providing the examination. Failure to appear for the examination on the scheduled date, at the time and place specified, after the applicant's application for examination has been received and acknowledged by the Department or the designated testing service, shall result in the forfeiture of the examination fee.
- 2) The application fee for a license as a marriage and family therapist certified or licensed under the laws of another jurisdiction is \$200.
- 3) The fee for application as a continuing education sponsor is _____.

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\$500. State agencies, State colleges and State universities in Illinois are exempt from paying this fee.

b) Renewal Fees.

- 1) The fee for the renewal of a license shall be calculated at the rate of \$60 per year.
- 2) The fee for renewal as a continuing education sponsor is \$125 per year.

c) General Fees.

- 1) The fee for the restoration of a license other than from inactive status that has been expired for 5 years or less is \$20 plus payment of all lapsed renewal fees.
- 2) The fee for the restoration of a license that has been expired for more than 5 years is \$300.
- 3) The fee for the issuance of a duplicate license, for the issuance of a replacement license, for a license which has been lost or destroyed or for the issuance of a license with a change of name or address other than during the renewal period is \$20. No fee is required for name and address changes on Department records when no duplicate license is issued.
- 4) The fee for a certification of a licensee's record for any purpose is \$20.
- 5) The fee to have the scoring of an examination administered by the Department reviewed and verified is \$20, plus any fee charged by the testing service.
- 6) The fee for a wall certificate showing licensure shall be the actual cost of producing such certificate.
- 7) The fee for a roster of persons licensed as marriage and family therapists in this State shall be the actual cost of producing such a roster.

(Source: Added at 22 Ill. Reg. _____, effective _____)

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NOTICE OF PROPOSED AMENDMENT(S)

- 1) Heading of the Part: Nursing Home Administrators Licensing and Disciplinary Act
- 2) Code Citation: 68 Ill. Adm. Code 1310
- 3) Section Numbers: 1310.65
Proposed Action: New Section
- 4) Statutory Authority: Nursing Home Administrators Licensing and Disciplinary Act [225 ILCS 70]
- 5) A Complete Description of the Subjects and Issues Involved: Public Act 90-61, effective December 30, 1997, includes the reauthorization of the Nursing Home Administrators Licensing and Disciplinary Act. Among its changes was elimination of the statutory fee Section, replacing it with fees set by administrative rule. There have been no changes from the statutory fees for application or renewal of licenses. However, a processing fee has been changed from \$10 to \$20.
- 6) Will these proposed amendments replace emergency rules currently in effect? No
- 7) Does this rulemaking contain an automatic repeal date? No
- 8) Do these proposed amendments contain incorporations by reference? No
- 9) Are there any other proposed amendments pending on this Part? No
- 10) Statement of Statewide Policy Objectives (if applicable): This rulemaking has no impact on local governments.
- 11) Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Interested persons may submit written comments to:

Department of Professional Regulation
Jean A. Courtney
320 West Washington, 3rd Floor
Springfield, IL 62786
217/785-0813; Fax: 217/782-7645

All written comments received within 45 days after this issue of the Illinois Register will be considered.
- 12) Initial Regulatory Flexibility Analysis:

A) Types of small businesses, small municipalities and not for profit corporations affected: Those providing nursing home services.

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- B) Reporting, bookkeeping or other procedures required for compliance:
None
- C) Types of professional skills necessary for compliance: Nursing home administrator skills are required for licensure.
- 13) Regulatory Agenda on which this rulemaking was summarized: July 1997

The full text of the Proposed Amendments begins on the next page:

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NOTICE OF PROPOSED AMENDMENT(S)

TITLE 68: PROFESSIONS AND OCCUPATIONS
CHAPTER VII: DEPARTMENT OF PROFESSIONAL REGULATION
SUBCHAPTER b: PROFESSIONS AND OCCUPATIONS

PART 1310
NURSING HOME ADMINISTRATORS LICENSING
AND DISCIPLINARY ACT

Section
1310.10 Statutory Authority (Repealed)
1310.20 Temporary License
1310.30 Application for Examination
1310.40 Approved Nursing Home Administration Courses
1310.50 Qualifying Experience
1310.60 Examination
1310.65 Fees
1310.70 Endorsement
1310.75 Renewals
1310.80 Restoration
1310.85 Continuing Education
1310.90 Granting Variances

AUTHORITY: Implementing the Nursing Home Administrators Licensing and Disciplinary Act [225 ILCS 70] and authorized by Section 60(7) of the Civil Administrative Code of Illinois [20 ILCS 2105/60(7)].

SOURCE: Adopted at 5 Ill. Reg. 1500, effective February 1, 1981; codified at 5 Ill. Reg. 11045; amended at 5 Ill. Reg. 14171, effective December 3, 1981; emergency amendment at 6 Ill. Reg. 916, effective January 6, 1982, for a maximum of 150 days; amended at 6 Ill. Reg. 7448, effective June 15, 1982; amended at 9 Ill. Reg. 5364, effective April 8, 1985; amended at 10 Ill. Reg. 16715, effective September 22, 1986; transferred from Chapter I, 68 Ill. Adm. Code 310 (Department of Registration and Education) to Chapter VII, 68 Ill. Adm. Code 1310 (Department of Professional Regulation) pursuant to P.A. 85-225, effective January 1, 1988, at 12 Ill. Reg. 2955; amended at 13 Ill. Reg. 15653, effective September 25, 1989; amended at 16 Ill. Reg. 12565, effective July 27, 1992; amended at 17 Ill. Reg. 17220, effective September 27, 1993; amended at 22 Ill. Reg. _____, effective _____.

Section 1310.65 Fees

The following fees shall be paid to the Department and are not refundable:

a) Application Fees.

- 1) The fee for application for a license as a nursing home administrator is \$100. In addition, applicants for an examination shall be required to pay, either to the Department or to the designated testing service, a fee covering the cost of determining an applicant's eligibility and providing the examination. Failure to appear for the examination on the

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scheduled date, at the time and place specified, after the applicant's application for examination has been received and acknowledged by the Department or the designated testing service, shall result in the forfeiture of the examination fee.

- 2) The application fee for a license as a nursing home administrator certified or licensed under the laws of another jurisdiction is \$150.

- 3) The application fee for a temporary license as provided for in the Act is \$75.

- 4) The application fee for a continuing education sponsor is \$500. State agencies, State colleges and State universities in Illinois shall be exempt from this fee.

b) Renewal Fees.

- 1) The fee for the renewal of a license shall be calculated at the rate of \$50 per year.

- 2) The fee for renewal as a continuing education sponsor shall be calculated at the rate of \$250 per year.

c) General Fees.

- 1) The fee for the restoration of a license other than from inactive status is \$20 plus payment of all lapsed renewal fees.

- 2) The fee for the issuance of a duplicate license, for the issuance of a replacement license, for a license which has been lost or destroyed or for the issuance of a license with a change of name or address other than during the renewal period is \$20. No fee is required for name and address changes on Department records when no duplicate license is issued.

- 3) The fee for a certification of a licensee's record for any purpose is \$20.

- 4) The fee to have the scoring of an examination administered by the Department reviewed and verified is \$20, plus any fee charged by the testing service.

- 5) The fee for a wall certificate showing licensure shall be the actual cost of producing such certificate.

- 6) The fee for a roster of persons licensed as nursing home administrators in this State shall be the actual cost of producing such a roster.

(Source: Added at 22 Ill. Reg. _____, effective _____)

DEPARTMENT OF PROFESSIONAL REGULATION

NOTICE OF PROPOSED AMENDMENT(S)

- 1) Heading of the Part: Physician Assistant Practice Act of 1987

- 2) Code Citation: 68 Ill. Adm. Code 1350

- 3) Section Numbers: 1350.25
Proposed Action: New Section

- 4) Statutory Authority: Physician Assistant Practice Act of 1987 [225 ILCS 95]

- 5) A Complete Description of the Subjects and Issues Involved: Public Act 90-61, effective December 30, 1997, includes the reauthorization of the Physician's Assistant Practice Act of 1987. Among its changes was elimination of the statutory fee Section, replacing it with fees set by administrative rule. There have been no changes from the statutory fees for application or renewal of licenses. However, a processing fee has been changed from \$10 to \$20.

- 6) Will these proposed amendments replace emergency rules currently in effect? No

- 7) Does this rulemaking contain an automatic repeal date? No

- 8) Do these proposed amendments contain incorporations by reference? No

- 9) Are there any other proposed amendments pending on this Part? No

- 10) Statement of Statewide Policy Objectives: This rulemaking has no impact on local governments.

- 11) Time, Place and Manner in which interested persons may comment on this proposed rulemaking: Interested persons may submit written comments to:

Department of Professional Regulation
Attention: Jean A. Courtney
320 West Washington, 3rd Floor
Springfield, IL 62786
217/785-0813; Fax: 217/782-7645

All written comments received within 45 days after this issue of the Illinois Register will be considered.

- 12) Initial Regulatory Flexibility Analysis:

A) Types of small businesses, small municipalities and not for profit corporations affected: Those providing physician's assistant services.

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B) Reporting, bookkeeping or other procedures required for compliance:
None

C) Types of professional skills necessary for compliance: Physician's assistant skills are required for licensure.

13) Regulatory Agenda on which this rulemaking was summarized: July 1997

The full text of the Proposed Amendments begins on the next page:

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NOTICE OF PROPOSED AMENDMENT(S)

TITLE 68: PROFESSIONS AND OCCUPATIONS
CHAPTER VII: DEPARTMENT OF PROFESSIONAL REGULATION
SUBCHAPTER b: PROFESSIONS AND OCCUPATIONS

PART 1350
PHYSICIAN ASSISTANT PRACTICE ACT
OF 1987

Section	Statutory Authority (Repealed)
1350.10	Definitions
1350.20	Fees
1350.25	Approved Programs
1350.30	Application for Licensure
1350.40	Temporary Certificate
1350.50	Identification
1350.60	Permitted Tasks (Repealed)
1350.70	Supervision of Performance
1350.80	Scope and Function
1350.90	Notification of Employment
1350.100	Employment by a Professional Corporation or Partnership
1350.110	Renewals
1350.115	Restoration
1350.116	Endorsement
1350.117	Granting Variances
1350.120	

AUTHORITY: Implementing Section 9 of the Physician Assistant Practice Act of 1987 [225 ILCS 95/9] and authorized by Section 60(7) of the Civil Administrative Code of Illinois [20 ILCS 2105/60(7)].

SOURCE: Adopted at 4 Ill. Reg. 34, p. 200, effective August 13, 1980; codified at 5 Ill. Reg. 11051; amended at 5 Ill. Reg. 14171, effective December 3, 1981; emergency amendment at 6 Ill. Reg. 916, effective January 6, 1982, for a maximum of 150 days; amended at 6 Ill. Reg. 7448, effective June 15, 1982; amended at 8 Ill. Reg. 3027, effective February 29, 1984; transferred from Chapter I, 68 Ill. Adm. Code 350 (Department of Registration and Education) to Chapter VII, 68 Ill. Adm. Code 1350 (Department of Professional Regulation) pursuant to P.A. 85-225, effective January 1, 1988, at 12 Ill. Reg. 2960; amended at 18 Ill. Reg. 18046, effective December 12, 1994; amended at 22 Ill. Reg. _____, effective _____.

Section 1350.25 Fees

The following fees shall be paid to the Department and are not refundable:

- a) Application Fees.
The fee for application for a license as a physician assistant is \$50.
- b) Renewal Fees.

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The fee for the renewal of a license shall be calculated at the rate of \$40 per year.

c) General Fees.

- 1) The fee for the restoration of a license other than from inactive status is \$20 plus payment of all lapsed renewal fees.
- 2) The fee for the issuance of a duplicate license, for the issuance of a replacement license, for a license which has been lost or destroyed or for the issuance of a license with a change of name or address other than during the renewal period is \$20. No fee is required for name and address changes on Department records when no duplicate license is issued.
- 3) The fee for a certification of a licensee's record for any purpose is \$20.
- 4) The fee for a wall certificate showing licensure shall be the actual cost of producing such certificate.
- 5) The fee for a roster of persons licensed as physician assistants in this State shall be the actual cost of producing such a roster.

(Source: Added at 22 Ill. Reg. _____, effective _____)

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF PROPOSED RULES

- 1) Heading of the Part: Certification and Operation of Environmental Laboratories

- 2) Code Citation: 77 Ill. Adm. Code 465

- 3) Section Numbers: Proposed Action:

465.100	New Section
465.110	New Section
465.120	New Section
465.125	New Section
465.130	New Section
465.140	New Section
465.150	New Section
465.160	New Section
465.170	New Section
465.180	New Section
465.190	New Section
465.200	New Section
465.210	New Section
465.220	New Section
465.230	New Section
465.240	New Section
465.300	New Section
465.310	New Section
465.320	New Section
465.330	New Section
465.340	New Section
465.350	New Section
465.360	New Section
465.370	New Section
465.380	New Section
465.390	New Section
465.400	New Section
465.410	New Section
465.420	New Section
465.430	New Section
465.Appendix A	New Section

- 4) Statutory Authority: Implementing Section 1401(1)(D) of the Safe Drinking Water Act (42 U.S.C. 300f(1)(D)), Subpart C of the National Primary Drinking Water Regulations (40 CFR 141.21 through 141.30 (1991)), the Illinois Environmental Protection Act [415 ILCS 5] and the Civil Administrative Code of Illinois [20 ILCS 5], and authorized by Sections 4(o) and (p) of the Illinois Environmental Protection Act [415 ILCS 5/4(o) and (p)] and Sections 55.10 through 55.12 and Section 71(D) of the Civil Administrative Code of Illinois [20 ILCS 2310/55.10 through 55.12, and 20 ILCS 2005/71(D)].

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- 5) A Complete Description of the Subjects and Issues Involved: This rulemaking establishes minimum standards and procedures for the certification of environmental laboratories that perform microbiological analysis on public water supply samples. The rules specify requirements applicable to laboratory personnel, equipment, sampling and record keeping, in addition to general requirements of licensure. Such laboratories are currently certified by the Department under rules at 35 Ill. Adm. Code 183 (Joint Rules of the Illinois Environmental Protection Agency, the Illinois Department of Public Health and the Illinois Department of Nuclear Safety: Certification and Operation of Environmental Laboratories). This rulemaking will replace the Department's portion of the joint rules, which are being repealed in a concurrent rulemaking.

- 6) Will this Rulemaking Replace an Emergency Rule Currently in Effect? No

- 7) Does this Rulemaking Contain an Automatic Repeal Date? No

- 8) Does this Rulemaking Contain Any Incorporations By Reference? No

- 9) Are there any other Proposed Amendments Pending on this Part? No

- 10) Statement of Statewide Policy Objectives: This rulemaking will not require new or additional expenditures on the part of units of local government.

- 11) Time, Place, and Manner in which Interested Persons May Comment on this Rulemaking: Interested persons may present their comments concerning these rules by writing within 45 days after this issue of the *Illinois Register* to:

Ms. Gail M. DeVito
Division of Legal Services
Illinois Department of Public Health
535 West Jefferson, Fifth Floor
Springfield, IL 62761
217/782-2043
E-mail: rules@idph.state.il.us

- 12) Initial Regulatory Flexibility Analysis:

A) Type of Small Businesses, Small Municipalities and Not-for-Profit Corporations Affected: Laboratories that are certified by the Department to perform microbiological analysis of public water supplies.

B) Reporting, Bookkeeping or Other Procedures Required for Compliance: Information must be maintained on each sample received by the laboratory for testing.

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- C) Types of Professional Skills Necessary for Compliance: For a laboratory supervisor, professional skills necessary include a bachelor's degree, completion of a Department-conducted or approved training course, and Department approval to serve as a laboratory supervisor. For a laboratory analyst, necessary skills include a high school diploma and six months bench experience in a microbiological analytical laboratory.

- 13) Regulatory Agenda on which this rulemaking was summarized: This rulemaking was not included on either of the 2 most recent regulatory agendas because: The need was not apparent when the regulatory agendas were prepared.

The full text of the Proposed Rules begins on the next page:

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TITLE 77: PUBLIC HEALTH
CHAPTER I: DEPARTMENT OF PUBLIC HEALTH
SUBCHAPTER d: LABORATORIES AND BLOOD BANKS

PART 465

CERTIFICATION AND OPERATION OF ENVIRONMENTAL LABORATORIES

SUBPART A: GENERAL PROVISIONS

Section	
465.100	Authority
465.110	Scope and Applicability
465.120	Definitions
465.125	Incorporated Materials
465.130	Certification Procedure
465.140	Conditions Governing the Use of Certificates
465.150	Provisional Certification
465.160	Preliminary Certification
465.170	Changes in Ownership or Operations
465.180	Revocation of Certification
465.190	Subcontracting by Certified Laboratories
465.200	Performance Evaluation Samples/Quality Assurance Samples
465.210	Authority of Certification Officers
465.220	Hearing, Decision and Appeal
465.230	Liability
465.240	Reciprocity Agreements

SUBPART B: MICROBIOLOGICAL ANALYSES
OF PUBLIC WATER SUPPLY SAMPLES

Section	
465.300	Scope and Applicability
465.310	Personnel Requirements
465.320	Laboratory Facilities
465.330	Laboratory Equipment
465.340	Laboratory Glassware, Plastic Ware and Metal Utensils
465.350	General Laboratory Practices
465.360	Methodology
465.370	Sample Collection, Handling and Preservation
465.380	Standards for Laboratory Pure Water
465.390	General Quality Control Procedures
465.400	Quality Controls for Media, Equipment and Supplies
465.410	Data Handling
465.420	Record Maintenance
465.430	Action Response to Laboratory Results
APPENDIX A	Colisure P/A and Colisure Multiple Tube P/A

AUTHORITY: Implementing Section 1401(1)(D) of the Safe Drinking Water Act (42

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U.S.C. 300f(1)(D)), Subpart C of the National Primary Drinking Water Regulations (40 CFR 141.21 through 141.30 (1991)), the Illinois Environmental Protection Act [415 ILCS 5] and the Civil Administrative Code of Illinois [20 ILCS 5], and authorized by Sections 4(o) and (p) of the Illinois Environmental Protection Act [415 ILCS 5/4(o) and (p)] and Sections 55.10 through 55.12 and Section 71(D) of the Civil Administrative Code of Illinois [20 ILCS 2310/55.10 through 55.12, and 20 ILCS 2005/71(D)].

SOURCE: Adopted at 22 Ill. Reg. _____, effective _____.

SUBPART A: GENERAL PROVISIONS

Section 465.100 Authority

Pursuant to the authority contained in 20 ILCS 2310/55.10 through 55.12 and 20 ILCS 2005/71(D) that authorizes the Illinois Department of Public Health to establish and enforce minimum standards and establish certification procedures for laboratories making examinations in connection with the diagnosis of disease or tests for the evaluation of health hazards, and also to enter into contracts with other public agencies for the exchange of health services that may benefit the health of the people; and pursuant to the authority contained in Section 4(o) and (p) of the Illinois Environmental Protection Act.

Section 465.110 Scope and Applicability

- This Subpart A establishes general provisions applicable to the certification program for environmental laboratories administered under this Part.
- Nothing in this Part shall prevent uncertified laboratories from performing any quality control or other tests when the state has not required such tests to be performed by a certified laboratory.

Section 465.120 Definitions

For purposes of this Part unless otherwise specifically defined or the context clearly requires a different meaning:

"Act" means Sections 4(o) and (p) of the Environmental Protection Act [415 ILCS 5/4(o) and (p)].

"Analyst" means any person who performs analyses for certain or all parameters on samples submitted to the environmental laboratory and who meets the qualifications set forth in Section 465.310.

"Certification" means a status of approval granted to an environmental laboratory that meets the criteria established by this Part or in accordance with a reciprocity agreement entered into pursuant to

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Section 465.240. Certification is not a guarantee of the validity of the data generated.

"Certification Officer" means any person who is designated by the Department to inspect and evaluate environmental laboratories for compliance in meeting the criteria set forth in this Part. Certification officers shall meet the educational and experience qualifications for laboratory supervisors as set forth in Section 465.240.

"Consultant" means a person who is retained by a written agreement to provide professional consultation services.

"Department" means the Illinois Department of Public Health.

"Deficiency" means a failure of an environmental laboratory to meet any requirement of this Part.

"Environmental Laboratory" means any facility that performs analyses on environmental samples in order to determine the quality of food, milk, public water supplies, surface water, ground water, recreational waters, wastewater, air, or land.

"Laboratory Pure Water" means water meeting the standards set forth in Section 465.380.

"Laboratory Supervisor" means a person who supervises the performance of the analytical procedures within an environmental laboratory and who meets the qualifications set forth in Section 465.240.

"Major remodeling" means any remodeling of the laboratory facility which requires the acquisition of a local building permit.

"Parameter" means a chemical element, chemical compound, radioisotope or microbiological organism.

"Performance Evaluation Sample (PES)" means a sample used to determine accuracy, prepared either by the Department or an authority recognized by the certifying agency, in which the true value and acceptance limits are unknown to the laboratory at the time of analysis.

"Provisional Certification" means a certification status granted to an environmental laboratory in order to allow time for the correction of a deficiency. Failure to correct a deficiency during the provisional certification period allows the Department to revoke certification as specified in Section 465.180. While on provisional certification, an environmental laboratory remains approved for the analyses covered by its certification.

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"Public Water Supply" means all mains, pipes and structures through which water is obtained and distributed to the public, including wells and well structures, intakes and cribs, pumping stations, treatment plants, reservoirs, storage tanks and appurtenances, collectively or severally, actually used or intended for use for the purpose of furnishing water for drinking or general domestic use and which serve at least 15 service connections or which regularly serve at least 25 persons at least 60 days per year.

Section 465.125 Incorporated Materials

- a) The following document is incorporated by reference in this Part: "Standard Methods for the Examination of Water and Wastewater" (18th Edition), American Public Health Association, Washington, D.C., 1992.
- b) This incorporation by reference refers to the edition of the document on the date specified and does not include any subsequent amendments or editions. A copy of this publication is available for public inspection at the Department's central office.

Section 465.130 Certification Procedure

- a) An environmental laboratory that meets or exceeds the minimum criteria for certification may receive certification from the Department for any microbiological parameter for which a methodology has been specified in this Part or for which an alternative methodology has been approved in accordance with the provisions of this Part.
- b) The operational aspects of an environmental laboratory that will be evaluated in considering a request for certification are:
 - 1) laboratory facilities,
 - 2) personnel,
 - 3) methodology and instrumentation,
 - 4) data handling, and
 - 5) quality assurance program.
- c) In seeking certification, the petitioning environmental laboratory shall:
 - 1) Submit a formal request for certification to the Department;
 - 2) File with the Department on the applicable administrative questionnaires furnished by the Department, if available, or otherwise in a form approved by the Department, providing complete information on the 5 categories listed in subsection (b) above;
 - 3) Analyze all performance evaluation samples/quality assurance samples required in accordance with the applicable Sections of this Part and report the results of such analyses to the Department; and
 - 4) Permit and cooperate in an on-site visit by Department-authorized certification officers. Certification officers shall provide the environmental laboratory with official identification and

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credentials. The initial visit will be arranged at the mutual convenience of both parties. The Department reserves the right to make subsequent visits without prior notice during regular working hours.

- d) Approval or denial of certification may be made only after the procedure described in subsection (c) of this Section has been completed. Denial of certification shall be in the form of a narrative, giving information as to how deficiencies may be corrected, along with a completed survey form on which all deficiencies are clearly identified.
- e) Environmental laboratories in jurisdictions not having reciprocal agreements with the Department under Section 465.240 may receive certification from the Department under this Part and shall pay all of the expenses to be incurred by the Department, including travel expenses, prior to evaluation.

Section 465.140 Conditions Governing the Use of Certificates

- a) Certification of environmental laboratories shall be effective for a 2-year period from the date of issue, unless modified or revoked by the Department. Application for timely renewal of certification shall be made to the Department no later than 90 days prior to the applicable expiration date. Approval of a renewal application shall be contingent upon the environmental laboratory meeting all of the factors considered in granting the original certification, including acceptable results on performance evaluation samples/quality assurance samples required under this Part. When a certified environmental laboratory has made timely and sufficient application for renewal of certification or certification for additional parameters, the existing certification shall, unless otherwise modified or revoked in accordance with this Part, continue in full force and effect until the final decision of the Department on the application has been made.
- b) Certification shall be limited to those parameters for which an environmental laboratory has been approved and which are listed on the certificate of approval.
- c) The certificate of approval shall be posted or displayed in a prominent place in the laboratory facility.
- d) Information related to the certification of an environmental laboratory shall be accurately represented if used in any advertising and shall prominently include the statement that, "Certification by the State of Illinois is not an endorsement or a guarantee of the validity of the data generated." Such information shall also specify the parameters for which the environmental laboratory has been certified. The advertising shall not include any representation that the environmental laboratory is certified to perform a type of analysis for which it lacks proper certification.
- e) An environmental laboratory may surrender its certification voluntarily by notifying the Department in writing and returning the

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certificate.

Section 465.150 Provisional Certification

- a) Whenever a deficiency is found, a certified environmental laboratory may be placed on provisional certification. Provisional certification may be imposed for the following periods:
 - 1) From seven to 30 days if the deficiency could compromise the quality of analytical data generated by the environmental laboratory; or
 - 2) From 90 days to one year in the case of any other type of deficiency.
- b) A provisionally certified laboratory may continue to analyze samples for compliance purposes, but shall notify its clients of its provisionally certified status by providing that information in writing, as soon as practicable, but in no event later than 3 working days after the imposition of provisionally certified status and shall also include such information on any report of any analysis performed during the period of provisional certification.

Section 465.160 Preliminary Certification

The Department may grant written preliminary certification to an environmental laboratory that has demonstrated compliance with the applicable provisions of this Part after completion of the procedures specified in Section 465.130(c)(1) through (3). Preliminary certification would be available in instances where it would be impractical for the Department to schedule an on-site visit within 6 months from the date of a laboratory's submission of satisfactory analysis results for performance evaluation samples/quality assurance samples. Unless modified or revoked in accordance with this Part, preliminary certification shall remain in effect until certification has been approved or denied in accordance with Section 465.130.

Section 465.170 Changes in Ownership or Operations

- a) Certification shall not be transferable. In the event of a change of ownership, director, supervisor, or analyst, or relocation or major remodeling of the physical plant of an environmental laboratory, the Department shall be notified in writing within 15 days and shall be provided with the resumes of any new owners, directors, supervisors, and analysts and a description of any relocation or remodeling of the physical plant.
- b) After receiving notification of any of the changes listed in subsection (a) above, unless otherwise specified in this Part for a specific parameter, the Department may, as applicable, review the resume of any new owner, director, supervisor, or analyst, require the analysis of performance evaluation samples/quality assurance samples by any new analyst, or make an on-site visit. However, the Department

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may waive any of these actions if it finds such actions to be unwarranted in a specific case. Examples of when such waivers would be appropriate include the following circumstances:

- 1) Waiver of submittal of a summary of education and experience when personnel transferring from one certified laboratory to another are responsible for dealing with the same analytical methods and equivalent equipment; and
- 2) Waiver of an on-site visit if the pertinent test procedures involve simple techniques and equipment.

Section 465.180 Revocation of Certification

- a) The Department may revoke all or any part of an environmental laboratory's certification. Any of the following shall be cause for partial or total revocation of certification:
 - 1) Expiration of a period of provisional certification, provided the laboratory has not corrected the deficiencies after being placed on provisional certification in accordance with the provisions of Section 465.150;
 - 2) Unsatisfactory analyses of performance evaluation samples/quality assurance samples as specified in Section 465.200;
 - 3) Failure to notify the Department within 15 days after any of the changes listed in Section 465.170 have occurred;
 - 4) Failure to comply with the requirements regarding advertising as specified in Section 465.140(d);
 - 5) Failure to use the analytical methodology specified in this Part; or approved in accordance with this Part;
 - 6) Failure to provide notice in accordance with Section 465.150(b) of its status as a provisionally certified environmental laboratory;
 - 7) Falsification of results of testing of performance evaluation samples/quality assurance samples or any other information material to the certification; or
 - 8) When conducting performance evaluation sample analysis in accordance with Section 465.200, failure to provide results proving satisfactory precision and accuracy in 2 successive samples shall be cause for revocation of certification for the parameter or method not within satisfactory limits.

- b) The following factors shall be taken into account by the Department in determining what action should be taken against a certified environmental laboratory for failing to comply with the requirements of this Section:
 - 1) The length of time during which the failure has existed;
 - 2) The laboratory's prior record of failures and response in correcting failures noted by the Department;
 - 3) Whether the laboratory knowingly caused or allowed the failure; and
 - 4) The potential effect of the failure on the quality of analytical

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data generated by the laboratory.

Section 465.190 Subcontracting by Certified Laboratories

- a) The name of the laboratory actually performing the analysis shall be specified on all reports of analytical results.
- b) For those tests that are required to be performed under certification, any laboratory with which a certified environmental laboratory subcontracts shall also be a certified environmental laboratory.

Section 465.200 Performance Evaluation Samples/Quality Assurance Samples

An environmental laboratory is required to participate in performance evaluation sample analyses for each analytical parameter or method for which it seeks or wishes to maintain certification in accordance with the certification procedures of Section 465.130(c), the certification renewal procedures of Section 465.140(a), and the quality assurance requirements contained in Subpart B of this Part. Unless otherwise specified in Subpart B of this Part, within 60 days after receipt of a performance evaluation sample, the environmental laboratory shall analyze such sample and report the test results to the Department. There shall be no fee charged to the Department for such analyses. Failure to provide results proving satisfactory precision and accuracy in 2 successive samples shall be cause for revocation of certification for the parameter or method not within satisfactory limits.

Section 465.210 Authority of Certification Officers

Certification officers shall have all of the following authority with regard to environmental laboratories:

- a) To inspect such laboratories in on-site visits;
- b) To require the laboratory to provide information regarding the technical operation of such laboratory relevant to certification;
- c) To inspect quality assurance records and any other pertinent records;
- d) To observe and question analysts at work on parameters or methods for which certification is sought; and
- e) To grant or deny certification based upon the completion of the evaluation process.

Section 465.220 Hearing, Decision and Appeal

The following procedures are established for Department certification actions which are required by law to be preceded by notice and opportunity for hearing:

- a) Prior to revocation or partial revocation, the Department shall give written notice to the laboratory director or owner. This notice shall include a description of the proposed action, the facts or conduct upon which the Department will rely to support its proposed action, and the procedures for requesting a hearing.
- b) Notice given under subsection (a) above and any hearing requested

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following issuance of such notice shall be in accordance with the Department's "Rules of Practice and Procedure in Administrative Hearings" (77 Ill. Adm. Code 100).

- c) If, however, the Department finds that an emergency situation warrants immediate action, summary suspension as provided for by Section 10-65(d) of the Illinois Administrative Procedure Act (5 ILCS 100/10-65(d)) may be ordered pending revocation proceedings. An emergency situation warrants immediate action if there is substantial risk to public health, safety, or welfare resulting from laboratory deficiencies that are compromising or are likely to compromise the analytical results obtained.

- d) A final decision of the Director is appealable to the Circuit Courts under the Illinois Administrative Review Law [735 ILCS 5/Art. III].

Section 465.230 Liability

Representatives of the Department shall not waive the right to seek recovery for injuries incurred while inspecting an environmental laboratory facility.

Section 465.240 Reciprocity Agreements

Notwithstanding any other provision of this Part, the Director may elect to enter into agreements with the governments of other states or with federal governmental units for recognition of their environmental laboratory inspections and certifications if such certification program uses equivalent controls over sample collection, data handling, quality control, analytical methods, and personnel as required of environmental laboratories within Illinois.

SUBPART B: MICROBIOLOGICAL ANALYSES
OF PUBLIC WATER SUPPLY SAMPLES

Section 465.300 Scope and Applicability

This Subpart B establishes standards applicable to environmental laboratories involved in microbiological analyses of samples of water from public water supplies and their sources.

Section 465.310 Personnel Requirements

- a) The laboratory supervisor shall be a person holding a minimum of a bachelor's degree in microbiology, biology, chemistry, or a closely related field, shall have completed a training course conducted or approved by the Department, and shall have received Department approval to serve as laboratory supervisor. In addition, the laboratory supervisor shall have had a minimum of one year of bench experience in an environmental laboratory in the area of analytical responsibility and shall demonstrate ability to properly perform

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representative test procedures under his or her supervision while under observation by the certification officer. A laboratory supervisor shall be a full-time employee.

- b) An analyst is a person who performs microbiological analyses on water, has a minimum of a high school diploma in academic or laboratory oriented vocational courses, and has had a minimum of 6 months bench experience in a microbiological analytical laboratory. In addition, an analyst shall demonstrate ability to properly perform representative test procedures with which he or she is involved while under observation of the certification officer. Analysts shall be under the direct supervision of the laboratory supervisor.
- c) A person who is serving in the laboratory as an approved supervisor or an approved analyst on the effective date of this rulemaking shall be considered to be in compliance with the personnel requirements of subsection (a) or (b) of this Section.

Section 465.320 Laboratory Facilities

The laboratory's physical facilities shall meet the following specifications:

- a) A minimum of 150 square feet of floor space shall be provided for each analyst.
- b) Floors shall be covered with asphalt tile, vinyl, concrete, or other impervious, washable surface, which can be easily maintained.
- c) Ample floor space shall be available for stationary equipment such as autoclaves, incubators, and hot-air sterilization ovens. Storage space that is free of dust and insects shall be provided for the protection of glassware, media, and portable equipment.
- d) Laboratories analyzing potable water, non-potable source water and recreation water, and sewage by microbiological methods shall have at least 2 separate rooms (a room for potable water, non-potable source water and recreation water and a room for sewage).
- e) A separate area for preparation and sterilization of media, glassware, and equipment shall be provided.
- f) Walls and ceilings shall be covered with waterproof paint, enamel, ceramic tile, or other surface material that provides a smooth finish that is easily cleaned and disinfected.
- g) A minimum of 6 linear feet of useable bench space, free of equipment, shall be provided for each analyst.
- h) Bench tops shall be stainless steel, epoxy plastic, or other smooth impervious material that is inert, is corrosion resistant, has a minimum number of seams, and is level.
- i) Laboratory lighting shall be even and provide a minimum of 100 footcandle light intensity at all working surfaces.
- j) The laboratory shall include a sink with hot and cold running water. All water supply outlets shall be protected by a backflow prevention device as specified in the Illinois Plumbing Code (77 Ill. Adm. Code 890).
- k) Laboratories shall be well ventilated and free of dusts, drafts, and

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extreme temperature changes. Central air-conditioning is recommended to reduce contamination, permit more stable operation of incubators, and decrease moisture problems with media and analytical balances. The temperature within the laboratory shall be maintained at between 60° and 80° F.

- 1) An adequate electrical supply for operation of instruments and mechanical needs shall be provided. The certification officer may require verification from an official inspector or other qualified person that the laboratory meets local and national electrical codes.
- m) All electrical outlets shall be properly grounded.
- n) Instruments shall be properly grounded with an internal or external regulated power supply available to each instrument.
- o) All plumbing shall comply with the Illinois Plumbing Code or any local plumbing code that is more stringent than the Illinois Plumbing Code. The certification officer may require verification from an official inspector or other qualified person that the laboratory meets such codes.
- p) The laboratory shall include a vacuum source if the analyses performed so require.
- q) The laboratory shall be located in an area sufficiently free from noise and vibrations to prevent interference with its functions.
- r) The laboratory shall have a readily available source of laboratory pure water.

Section 465.330 Laboratory Equipment

Only those instruments that are needed to analyze for the parameters for which the laboratory is being certified are required, but those instruments shall meet the following minimum specifications. A laboratory performing all the analyses described in Section 465.360 shall have, or have access to, within the same building, all of the equipment listed in this Section with the minimum specifications cited.

- a) A top loading or trip pan balance shall be clean, not corroded, and provided with standardized Class S or S-1, or equivalent ASTM 1, 2, or 3, weights, certified by the manufacturer as meeting the requirements established by NIST. The certificate of accuracy shall accompany the weights.
 - 1) A torsion or trip pan balance used for weighing materials of 2 grams or more shall detect 100 mg of weight accurately at a 150 gram load.
 - 2) An analytical balance used for weighing quantities of less than 2 grams shall be sensitive to 1 mg at a 10 gram load.
- b) A magnetic stirrer shall be of variable speed, 120 volts, and use a Teflon-coated stirring bar. The magnetic stirrer may be equipped with a heating element.
- c) A pH meter shall have an accuracy of at least ± 0.1 units and a scale readability of at least ± 0.1 units. The pH meter may be either line/bench or battery/portable operated.

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- d) A conductivity meter and cell combination, suitable for checking laboratory pure water quality, shall be readable in ohms or mhos, and have a range of up to 2.5 megohm/cm resistivity (conductivity down to 0.4 micromhos/cm) $\pm 1\%$. The conductivity meter may be either line/bench or battery/portable operated.
- e) An autoclave shall be horizontal-chambered and shall meet all of the following specifications:
 - 1) When observed during the operational cycle or when time-temperature charts are read, the autoclave shall be in good operating condition;
 - 2) An operating safety valve shall be included;
 - 3) Separate temperature and pressure gauges shall be located on the exhaust side;
 - 4) The autoclave shall reach and maintain a temperature of $121^\circ \pm 1^\circ \text{C}$ during the sterilization cycle, and no more than 45 minutes shall be required for a complete cycle of carbohydrate media; and
 - 5) Depressurization shall not produce gas bubbles in fermentation media.
- f) A hot-air sterilization oven shall operate at a minimum of 175°C , shall be equipped with a thermometer inserted through the top porthole or be equipped with a temperature recording device, and shall be equipped with a thermostatic control that will not allow the temperature to deviate by more than $\pm 5^\circ \text{C}$ from the temperature setting.
- g) An incubation unit shall maintain an internal temperature of $35^\circ \pm 0.5^\circ \text{C}$ or $44.5^\circ \pm 0.2^\circ \text{C}$ and shall be of the following type: air or water jacketed incubator, incubator room, waterbath, or aluminum block incubator. Incubation units of the aluminum block type shall have culture dishes and tubes that are snug fitting in the block.
- h) An ultraviolet sterilizer shall be free from radiation leaks and shall be UV efficiency tested quarterly as described in "Standard Methods for the Examination of Water and Wastewater." Proper eye protection shall be available for users of the ultraviolet sterilizer. The ultraviolet sterilizer shall not be used as a substitute for an autoclave. The unit shall be disconnected monthly and the lamps cleaned by wiping with a soft cloth moistened with ethanol.
- i) A refrigerator shall maintain a temperature of between 1° and 4.4°C and shall be equipped with a thermometer located on the top shelf. The thermometer shall be graduated in at least 1°C increments and the thermometer bulb shall be immersed in liquid.
- j) An agar tempering water bath shall be of appropriate size for holding melted medium and shall be thermostatically controlled at $45^\circ \pm 1^\circ \text{C}$.
- k) The following standards shall apply to temperature monitoring devices:
 - 1) Glass or electronic thermometers shall be graduated in no greater than 0.5°C units for use in 35°C incubators.
 - 2) Glass or electronic thermometers shall be graduated in no greater than 0.2°C units for use in 44.5°C waterbaths or aluminum block type incubators.

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- 3) Glass or electronic thermometers shall be graduated in no greater than 1.0° C units for use in 55 - 65° C incubators.
- 4) Electronic thermometers with thermocouplings and continuous temperature recording devices shall be sensitive to at least 0.5° C when used on 35° C incubators, shall be sensitive to at least 0.2° C when used for 44.5° C waterbaths or aluminum block type incubators, and shall be sensitive to at least 1° C when used on 55 - 65° C incubators.
- 5) An NIST certified thermometer, or one of equivalent accuracy graduated in 0.2° C or less, shall be available for calibration use and shall be accompanied by its certification papers and procedures for use. Unless otherwise specified in this Subpart C, all thermometers and temperature recording devices shall be calibrated annually at temperature of use against such certified thermometer to within $\pm 1.0^\circ$ C.
- 6) Each laboratory shall have a maximum registering thermometer in the range of 200° to 400° F (90° to 200° C) graduated in increments no greater than 2° F (1° C).
- 7) Each laboratory shall use separate thermometers for determining the temperatures of waterbaths, ovens, autoclaves, samples, refrigerators, storage areas, etc.
- 8) The liquid column of glass thermometers shall have no separations.
- 9) Optical counting equipment shall include a low power magnification device of the dissecting or stereomicroscope type with a magnification power of 10 to 15 diameters, and an external daylight fluorescent light source for sheen discernment at an angle of 50° to 80° above the colonies.
- 10) A mechanical hand tally shall be available for counting colonies on membrane filters or agar pour plates.
- 11) Where metal inoculation loops are used, loops shall be of 22 to 24 gauge chromel, or platinum-iridium wire; with loop diameters of at least 3 mm. Hot-air sterilized wooden applicator sticks, pre-sterilized cotton swabs or pre-sterilized plastic loops may be used.
- 12) Membrane filter equipment shall be non-leaking, uncorroded, and made of stainless steel, glass, or autoclavable plastic. Metal plating on membrane filter equipment shall not be worn so as to expose base metal. Calibration shall be checked with Class A graduated cylinders and a record maintained. Tolerance shall be $\pm 2.5\%$.
- 13) Membrane filters shall be white, grid marked, 47 mm diameter, with 0.45 micron pore size, and made from cellulose ester materials. Another pore size may be used if the manufacturer gives performance data equal to or better than the 0.45 micron membrane filter. Membrane filters shall be autoclavable or presterilized.
- 14) Absorbent pads shall be of uniform thickness to permit 1.8 to 2.2 ml media absorption and shall be autoclavable or presterilized. Filter paper shall be free from growth inhibitory substances.

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- r) Forceps used to handle membrane filters and absorbent pads shall have a round tip without corrugations.

Section 465.340 Laboratory Glassware, Plastic Ware and Metal Utensils

- a) Except for disposable plastic ware, items shall be resistant to effects of corrosion, high temperature, and vigorous cleaning operations. Metal utensils made of stainless steel are preferred. Plastic items shall be of inert, non-toxic material and shall retain accurate graduations or calibration marks after repeated autoclaving. Glassware which is used for purposes that may subject it to damage from heat or chemicals shall be of borosilicate glass. All glassware shall be free of chips, cracks, or excessive etching. All volumetric glassware shall be Class A, denoting that it meets federal specifications and is certified by the manufacturer as meeting the standards established by the American Society for Testing and Materials (ASTM).
- b) Graduated cylinders for measurement of sample volumes shall have a tolerance of 2.5% or less. Precalibrated containers shall have clearly marked volumes of 2.5% tolerance. The calibration of each precalibrated container shall be checked by measuring the volume of 10 calibrated containers.
- c) Media preparation utensils shall be of borosilicate glass or stainless steel, and shall be clean and free from foreign residues or dried medium.
- d) Pipets and pipettors shall meet the specifications set forth in "Standard Methods for the Examination of Water and Wastewater." Containers for glass pipets shall be of either stainless steel or aluminum. Opened packages of sterile disposable pipets shall be securely resealed between uses. A pipet aid shall be used when using pipets; mouth pipetting is prohibited.
- e) Culture dishes shall be sterile and shall be of the tight or loose-lid plastic, or loose-lid glass, type. In addition, culture dishes shall be of 100 mm x 15 mm, 50mm x 12 mm, or 60 mm x 15 mm size; and shall be clear, flat bottomed, and free from bubbles or scratches or both. Containers for culture dishes shall be of aluminum or stainless steel; or culture dishes shall be wrapped in heavy aluminum foil or char-resistant paper. Open packages of sterile disposable culture dishes shall be securely resealed between uses. Loose-lid dishes shall be incubated in a tight-fitting container to prevent dehydration of membrane filter and medium.
- f) Culture tubes shall be of borosilicate glass or other corrosion resistant glass, and shall be of sufficient size to contain culture medium, as well as the sample portions employed, without being more than three-fourths full. Culture tube closures shall be loose-fitting stainless steel, or plastic caps, or aluminum caps, or plastic screw caps with non-toxic liners.
- g) Dilution bottles shall be of borosilicate glass or other corrosion

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resistant glass or autoclavable plastic and shall be free of chips and cracks at the lip. A graduation level shall be distinctly marked on the side of dilution bottles at 99 ml. Dilution bottle closures shall be plastic screw caps with leakproof liners and shall not produce toxic substances during the sterilization process.

- h) Sample bottles shall be sterile, of plastic or hard glass, wide mouthed, and of at least 120 ml capacity. Sample bottle closures shall be glass stoppers or screw caps (metal or plastic), capable of withstanding repeated sterilization, with leakproof liners, and shall not produce toxic substances during the sterilization process. Glass-stoppered bottle closures shall be covered with aluminum foil or char-resistant paper for sterilization. Metal caps with exposed bare metal on the inside shall not be used. Presterilized bags, with or without a dechlorinating reagent, may be used.

Section 465.350 General Laboratory Practices

- a) The following standards shall apply to sterilization procedures:

- 1) Autoclaving of the following items shall be carried out at 121° 1° C for the durations specified below:

Item	Minimum duration of autoclaving
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Membrane filters and pads	10 minutes
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Carbohydrate-containing media	12-15 minutes
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(lauryl tryptose, brilliant green lactose bile broth, etc.)	
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Contaminated materials and discarded tests	30 minutes
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Membrane filter assemblies	15 minutes
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(wrapped), sample collection bottles (empty), and individual glassware items	
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Rinse water volumes of 500 ml to 1000 ml	45 minutes
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Rinse water volumes in excess of 1000 ml	Time adjusted for volume; check for sterility
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Dilution water blanks	15 minutes
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- 2) Membrane filters and pads and all media shall be removed from the autoclave immediately after completion of the sterilization

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cycle.

- 3) The maximum elapsed time for exposure of carbohydrate-containing media to any heat (from the time of closing the loaded autoclave to unloading) shall be 45 minutes.
- 4) Membrane filter assemblies shall be autoclaved between each sample filtration series. A filtration series ends when 30 minutes or more have elapsed between sample filtrations. A UV sterilizer or boiling water may be used on membrane filter assemblies for at least 2 minutes to prevent bacterial carry-over between sample filtrations, but shall not be used as a substitute for autoclaving between sample filtration series.
- 5) Dried glassware to be sterilized in a hot-air sterilizing oven shall be kept at 175° ± 5° C for at least 2 hours.
- 6) Empty sample containers shall be moistened with several drops of distilled water before autoclaving to prevent an "airlock" sterilization failure.

- b) Laboratory pure water, which may be distilled, deionized, or other processed water, shall meet the standards set forth in Section 465.380. Only water determined to be laboratory pure water shall be used for performing bacteriological analyses.

- c) Rinse and dilution water shall be prepared in the following manner:

- 1) A phosphate buffer solution of potassium dihydrogen phosphate (KH₂PO₄) and a magnesium chloride solution shall be prepared with laboratory pure water as specified in "Standard Methods for the Examination of Water and Wastewater."

- 2) The phosphate buffer solution and magnesium chloride solution shall be autoclaved or filter sterilized, labeled, dated, and stored at 1° to 4.4° C.

- 3) The stored phosphate buffer solution and magnesium chloride solution shall be free of turbidity.

- 4) Rinse and dilution water shall be prepared by adding 1.25 ml of stock phosphate buffer solution and 5.0 ml of magnesium chloride solution per liter of laboratory pure water.

- 5) Check each batch of prepared or each lot of commercial dilution/rinse water for sterility by adding 50 ml of water to 50 ml of double-strength, nonselective broth. Incubate at 35.0° ± 0.5° C for 24 hours and check for growth.

- 6) Check each batch of prepared or each lot of commercial dilution water blanks for pH; pH shall be 7.2 ± 0.2.

- 7) Check 1 of 25 dilution water blanks per batch of prepared or lot of commercial dilution water blanks for volume using a Class A graduated cylinder or a MacCaffrey flask. Volume must be 99 ml ± 2 ml.

- d) The following minimum standards shall be met for storing and preparing media:

- 1) Laboratories shall use commercial dehydrated media or commercially manufactured prepared media for routine bacteriological procedures.

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- 2) All media shall be prepared according to the media specifications of "Standard Methods for the Examination of Water and Wastewater."
- 3) Dehydrated media containers shall be kept tightly closed and stored in a cool, dry location. Discolored or caked dehydrated media shall not be used.
- 4) All water used shall be laboratory pure water.
- 5) Dissolution of the media shall be completed before dispensing to culture tubes or bottles.
- 6) Membrane filter broths and agar media shall be heated in a boiling water bath or, if constantly attended, a hot plate with a stir bar, until completely dissolved. The medium shall not be boiled. Denatured ethanol shall not be used.
- 7) Membrane filter broths shall be stored and refrigerated no longer than 96 hours prior to use. Membrane filter agar media shall be stored in a refrigerator, and used within 2 weeks after preparation. Prepared plates shall be stored in sealed plastic bags or containers to minimize evaporation.
- 8) Multiple Tube Fermentation (MTF) media, when prepared in tubes with loose-fitting caps, shall be used within one week after preparation. If MTF media are refrigerated after sterilization, they shall be incubated overnight at 35° C to confirm usability. Tubes of MTF media showing growth or gas bubbles shall be discarded. Refrigerated M Endo agar LBS shall be used within 2 weeks after refrigeration.
- 9) MTF media in screw cap containers may be held up to 3 months, provided the media are stored in the dark and evaporation does not exceed 1.0 ml per 10 ml total volume.
- 10) Heterotrophic plate count agar in screw cap containers shall be stored and refrigerated no longer than 3 months.
- 11) Commercially prepared media may be used, provided the media has been prepared in a microbiological water laboratory certified by the regulatory agency having responsibility for laboratory certification in the states where media is manufactured. Record date received, type of medium, lot number, sample performance when checked against cultures known to give positive and negative results, and pH verification. Medium shall be discarded by manufacturer's expiration date.
- 12) Each new lot of dehydrated medium shall be checked before use with positive and negative culture controls. In addition, each batch of laboratory prepared medium shall include positive and negative culture controls. These control organisms shall be either stock cultures (periodically checked for purity) or commercially available disks impregnated with the organism. Results shall be recorded.
- 13) Preparation of ONPG-MUG medium from basic ingredients by the laboratory is not permitted. Medium shall be protected from light. Ingredients and containers supplied by manufacturers are

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- sterile and shall not be autoclaved.
- 14) Each lot of fluorogenic medium shall be checked before use with a 366 nm ultraviolet light with a 6-watt bulb. If the media exhibit faint fluorescence, the laboratory shall use another lot that does not fluoresce. Records shall be maintained in accordance with Section 465.420.
 - 15) If the Quanti-Tray or Quanti-Tray 2000 test is used, the sealer shall be checked monthly by adding a dye (e.g., bromoresol purple) to the water. If dye is observed outside the wells another sealer shall be obtained. Records shall be maintained.

Section 465.360 Methodology

A laboratory must be certified for all analytical methods listed below that it uses. At a minimum, the laboratory must be certified for one total coliform method; one fecal coliform or E. coli method; and the pour plate method for heterotrophic bacteria.

- a) The following methodology, as specified in the listed references, shall be followed for individual parameters:

Method References

Type of water	Parameter	Methodology	Reference [a]
Potable	Total Coliforms	Standard total coliform MTF & PA tests [b]	a
Potable	Total Coliforms	Standard total coliform membrane filter procedure	a
Potable	Fecal Coliforms	EC verification	a
Potable or Non-potable	Fecal Coliforms	Fecal coliform MTF procedure	a
Non-potable	Fecal Coliforms	Fecal coliform membrane filter procedure	a
Potable and Non-potable	Bacterial Total Count	Heterotrophic plate count	a
Potable and Non-potable	Total fecal Coliform and	ONPG-MUG	a & c

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E. coli

Potable and
Non-potableTotal
Coliform and
E. coli

Colisure

See Appendix A

NOTES:

- a. "Standard Methods for the Examination of Water and Wastewater."
- b. Excluding the gram-stain technique.
- c. "Manual for the Certification of Laboratories Analyzing Drinking Water," USEPA 570/9-90/008A, 4th Edition (March 1997). A copy of this manual can be obtained by contacting the U.S. Environmental Protection Agency, Washington, D.C. 20465. This manual as published and dated is exclusive of subsequent amendments or editions.

b) The membrane filter procedure is preferred for the analysis of potable waters, because it permits analysis of large sample volumes in reduced analysis time. The membranes should show good colony development over the entire surface. The golden green metallic sheen colonies should be counted and recorded as the coliform density per 100 ml of water sample.

c) The following requirements for reporting any problems with public water supply sample results shall be observed:

- 1) Invalidate all samples resulting in confluent growth or TNTC (too numerous to count). Record as "confluent growth" or "TNTC" and request an additional sample from the same sampling site. Confluent growth is defined as a continuous bacterial growth, without evidence of total coliforms, covering the entire membrane filter. TNTC is defined as greater than 200 colonies on the membrane filter in the absence of detectable coliforms. Do not invalidate sample when the membrane filter contains at least one total coliform colony.
- 2) A laboratory that has elected to use the MTF or PA procedures must invalidate samples that produce turbid cultures in the absence of gas production (MTF) or an acid reaction (PA). Do not invalidate if coliform are indicated.

Section 465.370 Sample Collection, Handling and Preservation

When the laboratory has been delegated responsibility for sample collection, handling, and preservation, there shall be strict adherence to correct sampling procedures, complete identification of the sample, and prompt transfer of the sample to the laboratory as specified in "Standard Methods for the Examination of Water and Wastewater." In addition, the following standards for sample collection, handling, and preservation of potable water samples shall be met:

- a) In order for the sample to be representative of the potable water

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system, the sampling program shall include examination of the finished water at selected sites that systematically cover the distribution network.

- b) Minimum sampling frequency shall be as specified in 35 Ill. Adm. Code 611, Subpart L (Microbiological Monitoring and Analytical Requirements).
- c) Water shall be sampled from cold water taps that are free of aerators, strainers, hose attachments, and water purification devices. Prior to sampling, a steady flow of water shall be maintained from the tap for 2 to 3 minutes to clear the service line.
- d) The sample bottle shall be filled allowing at least 1/4 inch of air space from the top to provide space for mixing. A minimum sample volume of 100 ml shall be collected.
- e) The sample report form shall be completed in indelible ink immediately after collecting the sample and shall contain the following information: name of system (public water system site identification number, if available); sample identification (if any); date and time of collection; sample site location; sample collector's name and organization (if not the water system); persons transporting the samples from the system to the laboratory (if not the sampler); transportation condition (e.g., <10° C, protection from sunlight); sample type (e.g., routine, repeat); and chlorine residual (if applicable).
- f) Sample bottles shall be of at least 120 ml capacity, of sterile plastic or hard glass, wide mouthed with glass stopper or screw cap (metal or plastic), and capable of withstanding repeated sterilization. Presterilized plastic bags, with or without a dechlorinating agent, may be used. Metal caps with exposed bare metal on the inside shall not be used. When samples are to be collected from chlorinated water supplies, sodium thiosulfate shall be added to the sample bottles in an amount sufficient to provide an approximate concentration of 100 mg per liter of sample prior to sterilization of the sample bottles. As an example, 0.1 ml of a 10% sodium thiosulfate solution is required for a 120 ml sample bottle.
- g) When the sample is delivered to the laboratory:
 - 1) The following information shall be added to the sample report form:
 - A) Date and time of sample arrival;
 - B) Name of carrier; and
 - C) Name of the person receiving the sample for the laboratory; and
 - 2) Each sample shall be assigned a laboratory number. In the event of a repeat or replacement sample, the number assigned to the original sample shall also be recorded.
 - h) Records necessary to establish chain-of-custody of the samples shall be maintained.
 - i) Samples shall be analyzed on the day of arrival in the laboratory, preferably within 30 hours after collection. If a sample is run after

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the 30 hour limit, the laboratory must indicate on the report form that the results may be invalid due to excessive delay before processing. Without exception, samples arriving more than 48 hours after collection shall be refused and a new sample requested.

j) Samples of potable water for heterotrophic plate count analysis shall be refrigerated and delivered to the laboratory within 6 hours after collection, and analyzed within 2 hours after receipt in the laboratory.

k) Source water samples shall be held at <10° C and time of initiation of analyses shall not exceed 8 hours from time of collection.

Section 465.380 Standards for Laboratory Pure Water

The following standards shall apply to all laboratory pure water:

a) Laboratory pure water shall have these characteristics:

Property	Value
Conductivity	Less than 2.0 micromhos/cm resistivity greater than 0.5 megohm/cm) $\pm 1\%$ at 25° C

Trace metals:

Individual metals (Cd, Cr, Cu,
Ni, Pb, Zn)

Less than or equal to 0.05 mg/l

Total metals

Less than or equal to 0.1 mg/l

Test for bactericidal properties
of distilled water

Ratio of 0.8 to 3.0

Free chlorine residual

None

Heterotrophic plate count

Less than 500/ml

b) Laboratory pure water shall be analyzed initially and annually thereafter by the test for bacteriological quality of distilled water as specified in "Standard Methods for the Examination of Water and Wastewater." Purchased laboratory pure water shall be sampled in-house; manufacturer's test results shall not be used to establish compliance. Only satisfactorily tested water shall be used in preparing media, reagents, rinse, and dilution water. If the water tested does not meet the requirements, corrective action shall be taken and the water retested.

c) Laboratory pure water shall be analyzed monthly for conductance, chlorine residual, and heterotrophic plate count. Heterotrophic plate

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counts shall be performed as specified in "Standard Methods for the Examination of Water and Wastewater." If the water tested exceeds requirements for these properties, corrective action shall be taken and the water retested.

d) Laboratory pure water shall not be in contact with heavy metals, and shall be analyzed initially and annually thereafter for trace metals (especially Pb, Cd, Cr, Cu, Ni, and Zn). If the water tested exceeds requirements for trace metals, corrective action shall be taken and the water retested.

e) The following quality control tests for heterotrophic plate count shall be utilized:

- 1) Sterility controls shall be poured for each bottle of sterile, melted, tempered medium used.
- 2) Sterility of pipets and petri dishes shall be determined.
- 3) Microbial density of the air during plating procedures shall be determined for each series of samples plated. When 15 or more colonies appear on an exposed plate after a 15 minute exposure period and 48 hours of incubation at 35° C, corrective action shall be taken.
- 4) The sterility of dilution water, if used, shall be determined.

Section 465.390 General Quality Control Procedures

a) A written description of the current laboratory quality control program shall be maintained and made available to analysts in an area of the laboratory where analytical work takes place. A record of analytical quality control tests and quality control checks on media, materials, and equipment shall be prepared and retained for 5 years.

b) A laboratory manual containing complete written instructions for each parameter for which the laboratory is certified shall be maintained and made available to analysts in an area of the laboratory where analytical work takes place.

c) The following minimum requirements shall apply to analytical quality control tests for general laboratory practices and methodology:

- 1) Verify all coliform colonies. However, if the number of colonies exceeds 10/100 ml, then randomly pick 10 colonies for verification. An acceptable alternative method is to swab the entire membrane surface and transfer the swab to the verification test media in the following order: lauryl tryptose broth, EC medium, brilliant green lactose broth.
- 2) A start and finish membrane filtration control test of rinse water, media, and supplies shall be conducted for each filtration series. If sterile controls indicate contamination, all data on samples affected shall be rejected and a request made for immediate resampling of those waters involved in the laboratory error.
- 3) When unknown performance evaluation samples are available, each approved analyst shall analyze at least one per year for the

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parameters measured. When performance evaluation sample results indicate technical error, the Department will provide appropriate technical assistance to determine the cause and make suggestions for correction of the problem.

4) Each analyst approved for the total coliform procedure by the membrane filter technique shall verify quarterly total coliform analyses by swabbing 3 plates from a known positive sample and inoculating lauryl tryptose broth and brilliant green lactose bile broth from each plate. The lauryl tryptose broth and brilliant green lactose bile broth shall be incubated at $35.0^{\circ} \pm 0.5^{\circ} \text{C}$ for 24 to 48 hours. Turbid growth with gas production indicates a positive result.

5) Each analyst approved for EC verification shall inoculate quarterly 3 tubes of EC medium with the same swabs used to perform the monthly total coliform verification. EC medium shall be incubated at $44.5^{\circ} \pm 0.2^{\circ} \text{C}$ for 24 hours.

6) Each analyst approved for the fecal coliform procedure by the membrane filter technique shall verify quarterly fecal coliform analyses by picking at least 10 isolated colonies from membranes containing typical blue colonies and transferring to lauryl tryptose broth and EC medium. The lauryl tryptose broth shall be incubated at $35.0^{\circ} \pm 0.5^{\circ} \text{C}$ for 24 to 48 hours. The EC medium shall be incubated at $44.5^{\circ} \pm 0.2^{\circ} \text{C}$ for 24 hours. Turbid growth with gas production indicates a positive result.

7) If there is more than one analyst in the laboratory, at least once each month each analyst shall count the same heterotrophic plate count plate, total coliform membrane, and fecal coliform membrane (if appropriate). Colony counts between analysts shall agree within 10 percent.

8) The standards for laboratory pure water specified in Section 465.345 shall be met.

Section 465.400 Quality Controls for Media, Equipment and Supplies

The following minimum requirements shall apply to quality control checks of laboratory media, equipment, and supplies:

a) The pH meter(s) shall be clean and calibrated each day of use with pH 4, pH 7 and pH 10 standard buffers. The reading shall be within 0.1 unit for the pH of the third buffer. Alternatively pH 7 and either pH 4 or pH 10 buffers shall be used with percent slope determined. Percent slope shall be 95 to 102%. Each buffer aliquot shall be used only once. Commercial buffer solutions shall be dated on initial use. Do not use past the expiration date. Maintain electrodes according to manufacturer's recommendations.

b) Balances shall be calibrated monthly using NIST standardized Class "S" or "S-1", or equivalent ASTM 1, 2, or 3, weights. A minimum of 3 weights which bracket the weighing requirements of the laboratory shall be used. A certificate listing correction data shall accompany

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the weights. Weights shall be recertified every 5 years. Electronic balances shall be calibrated annually by a qualified service representative who is not affiliated with the laboratory. A certificate of calibration from the service representative should be available for inspection.

c) Glass thermometers or continuous temperature recording devices for incubators shall be checked at least annually for accuracy and metal thermometers shall be checked at least quarterly for accuracy against an NIST certified thermometer, or one of equivalent accuracy.

d) Temperature in incubation equipment shall be recorded continuously by a temperature recording device or recorded twice daily (at times separated by at least 4 hours) from in-place thermometers immersed in liquid and placed on the top and bottom shelves of the use area. Temperature readings from walk-in incubators with a continuous temperature reading device shall be supplemented by readings from in-place thermometers placed on various shelves other than where the recorder probe is located.

e) Date, time, duration, and temperature of autoclaving shall be recorded continuously or recorded for each sterilization cycle. A list of materials sterilized in each cycle shall also be maintained and shall be initialed by the person(s) involved. Charts are to be accompanied by written records.

f) Hot air oven(s) shall be equipped with a thermometer registering up to at least 180°C , or with a temperature recording device. The oven thermometer shall be graduated in 10°C increments or less, with the bulb placed in sand during use. Date, time, duration, and temperature shall be recorded for each sterilization cycle. A list of materials sterilized in each cycle shall also be maintained and shall be initialed by the person(s) involved.

g) Only membrane filters recommended for water analysis by the manufacturer shall be utilized. Manufacturer data sheets containing information as to lot number, ink toxicity, recovery, retention, and absence of growth promoting substances for membrane filters shall be entered into the laboratory's record system. Membrane filters with new lot numbers shall be compared with membrane filters previously found acceptable using Student's *t* test. Unacceptable membranes shall be returned to the vendor. The lot numbers of membrane filters and date received shall be recorded.

h) Washing processes shall provide clean glassware with no stains or spotting. Use distilled or deionized water for final rinse. With initial use of a detergent or washing product and annually thereafter, the rinsing process with distilled or deionized water shall be demonstrated to provide glassware free of toxic material based on the Inhibitory Residue Test as specified in "Standard Methods for the Examination of Water and Wastewater."

i) A representative piece of each type of glassware or plastic ware from each batch of clean, dried glassware or plastic ware shall be tested for residual alkaline or acid residue using bromothymol blue

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indicator. If the result of the indicator test is not green, corrective action shall be taken by re-rinsing, then air drying and retesting.

j) At least one bottle per batch of sterilized sample bottles shall be checked for sterility by adding approximately 25 ml of sterile non-selective broth media to each bottle. The bottle shall be capped and rotated so that the broth comes in contact with all surfaces and shall be incubated at $35 \pm 0.5^\circ \text{C}$ for 24 hours prior to checking for growth. Prepared sample bottles from each batch shall not be used unless satisfactory results are obtained from the tested bottle.

k) At least one bottle per batch of sterilized sample bottles prepared with sodium thiosulfate shall be checked for sufficient amount of the dechlorinating reagent by properly collecting a potable sample at the laboratory tap, then checking for residual chlorine. Corrective action shall be taken if there is any residual chlorine, and bottles from the batch checked shall not be used until corrective action has been completed.

l) Current service contracts or in-house protocols shall be maintained on balances, autoclaves, hot-air sterilization ovens, water stills, deionizers, reverse osmosis apparatus, water baths, incubators, etc. Service records on such equipment shall include the date, name of the servicing person, and a description of the service provided.

m) Records shall be available for inspection on all batches of sterilized media showing type of medium, lot numbers, date, sterilization time and temperatures, final pH, and name of the person(s) responsible for all or any part of the recorded data. The final pH of the medium shall be:

Media	pH
M-Endo broth	7.2 ± 0.2
M-Endo agar	7.2 ± 0.2
M-Endo LES agar	7.2 ± 0.2
brilliant green	7.2 ± 0.2
lactose bile broth	
P-A coliform test medium	6.8 ± 0.2
EC Medium	6.9 ± 0.2
plate count agar	7.0 ± 0.2
M-FC broth/agar	7.4 ± 0.2
lauryl tryptose broth	
single strength	6.8 ± 0.2
double strength	6.7 ± 0.2

n) Positive and negative cultures, or a natural water of known pollution, shall be used on each new lot of medium to determine performance compared to a previous acceptable lot of medium. For media which give actual colonies to count, use Student's t test determining

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acceptability. For all other media check a minimum total of 10 tubes each of old and new lot numbers. The results shall differ by no more than 10%.

o) A maximum registering thermometer shall be used weekly to verify sterilization temperatures within autoclaves and hot-air sterilizing ovens. The oven maximum registering thermometer shall be placed in sand. The autoclave maximum registering temperature shall be placed in a container of water. Use spore strips or ampules on a weekly basis, including a positive control. A record of these results shall be maintained to include the date, material sterilized, and the initials of the analyst involved. Check automatic timing mechanisms on autoclaves quarterly with a stopwatch. For a 15-minute sterilization period, the autoclave time shall be within 60 seconds of the clock time.

p) When media dispensing apparatus is used, the media preparer shall check and maintain a record of the accuracy of the dispenser with a graduated cylinder at the start of each volume change and periodically throughout extended runs.

q) The refrigerator temperature shall be determined daily by an accurate thermometer immersed in liquid and placed on the top shelf. The refrigerator unit shall be cleaned at least monthly. Outdated materials in the refrigerator and freezer compartments shall be discarded.

r) Ultraviolet sterilization lamps shall be tested quarterly by exposing agar spread plates containing 200 to 250 microorganisms to the light for 2 minutes. If such irradiation does not reduce the count of control plates by 99 percent, the lamps shall be replaced. Cleaning of ultraviolet sterilization lamps shall be done at least monthly by disconnecting the unit and cleaning the lamps with a soft cloth moistened with ethanol.

s) Water baths shall be cleaned at least monthly. The use of distilled or deionized water for water baths is recommended.

t) Media shall be used on a first in, first out basis. Records shall be kept of the kind, amount, date received, and date opened for bottles of media. The date opened and the date received shall be written on the bottles. Bottles of media shall be used within 6 months after opening, except that media stored in a desiccator may be used up to one year after opening. It is recommended that media be ordered in quantities to last no longer than one year, and that media be ordered in quarter pound multiples rather than one pound bottles in order to keep the supply sealed and protected as long as possible. Any media that has passed the manufacturer's expiration date shall be discarded. Conductivity meters shall be calibrated monthly with a 0.01 M KCl solution or lower concentration if desired. The meter reading shall be within 1% of the value of the standard. Calibration is not required for in-line conductivity meters, unless used to determine compliance with quality control requirements.

u) Conductivity meters shall be calibrated monthly with a 0.01 M KCl solution or lower concentration if desired. The meter reading shall be within 1% of the value of the standard. Calibration is not required for in-line conductivity meters, unless used to determine compliance with quality control requirements.

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Section 465.410 Data Handling

- a) All records shall be initialed or signed by the person or persons responsible for recording all or any part of the data, or performing the various tests.
- b) Either each unit shall be responsible for maintaining its own records, or all records shall be maintained in a general laboratory log book.
- c) The laboratory shall record arrival time and date received in the laboratory, time and date of analysis, direct count, membrane filtration, verified count, MTF completed count, analyst's name, and other special information on each sample report form.
- d) A careful check shall be made to verify that each result is entered accurately from the bench sheet onto the sample report form. The sample report form shall be initialed or signed by the person who verified the entry of information from the bench sheet.
- e) All forms used in the laboratory for both sample reporting and quality control shall be approved by the certification officer to insure that data is recorded in a format that is easily interpreted and that contains all necessary information.

Section 465.420 Record Maintenance

- a) A copy of the sample report form shall be maintained by the laboratory for at least 5 years. If results are entered into a computer storage system, a printout of the data shall be returned to the laboratory for verification with bench sheets.
- b) Records shall be recorded in ink with any changes lined through so that the original entry is visible. Changes shall be initialed and dated. Documentation supporting all corrections on records shall be maintained.
- c) Records of bacteriological analyses shall be kept for at least 5 years. Actual laboratory reports may be kept. However, data may be transferred to tabular summaries which shall include the following information:
 - 1) Date, place, and time of sampling;
 - 2) Name of person who collected the sample;
 - 3) Identification of the sample origin, such as routine distribution sample, resample, construction sample, raw or process water sample, surface or ground water sample, or other special purpose sample;
 - 4) Date and time of receipt of sample in the laboratory;
 - 5) Records necessary to establish chain-of-custody of the sample;
 - 6) Date and time of sample analysis;
 - 7) Name of the persons and designation of the laboratory responsible for performing the analysis;
 - 8) Designation of the analytical techniques or methods used; and
 - 9) Results of the analysis.
- d) The disposal of all records subject to the Local Records Act [50 ILCS

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205] must be in accordance with the provisions of that Act.

Section 465.430 Action Response to Laboratory Results

For laboratory results concerning samples from public water supplies and their sources, presumptive positive microbiological test results are to be reported to the requesting facility as preliminary without waiting for membrane filter verification or MTF completion. After membrane filter verification or MTF completion or both, the adjusted results shall be reported. The requesting facility shall be notified when results indicate that noncoliforms may have interfered with the total coliform analysis.

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Section 465. APPENDIX A Colisure P/A and Colisure Multiple Tube P/A

I. Storage

Store at 2.0° - 4.0° C. Discard on or before expiration date on product package.

II. Quality Control Testing

1A. Colisure P/A

Add 100 ml of sterile laboratory pure water to the medium in one 125 ml bottle. Shake to dissolve. Transfer a 20 ml aliquot to each of 4 25 ml sterile glass tubes.

2A. Colisure Multiple Tube P/A

Rehydrate 3 vials with 20 ml of sterile laboratory pure water. Shake to dissolve.

B. Test by inoculating with *E. coli*, a total coliform other than *E. coli*, and a non-coliform. If *Pseudomonas* is used as the non-coliform, use a nonfluorescent species. Use the uninoculated tube as an additional control.

C. Incubate at 35° ± 0.5° C for 28 hours and observe for the following results:

<u>Organism</u>	<u>Color</u>	<u>Fluorescence</u>
<i>E. coli</i>	Red or magenta	Positive
Coliform (non- <i>E. coli</i>)	Red or magenta	Negative
Non-coliform	Yellow	Negative
None	Yellow	Negative

III. Test Procedure

A. Allow medium and samples to reach room temperature.

B. Add a 100 ml water sample to the bottle containing the dehydrated Colisure medium for a single bottle test. Then recap the bottle.

OR

Add a 20 ml water sample to each of the 5 tubes containing the dehydrated Colisure medium for a multiple tube test. Then recap each tube.

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C. Shake and invert the bottle or tube(s) to thoroughly mix the contents. The solution will appear yellow with a fine precipitate.

D. Incubate the bottle or tube(s) at 35° ± 0.5° C for 28 hours.

IV. Interpretation

A. Check each tube or bottle visually for color.

<u>Color</u>	<u>Interpretation</u>
Red or magenta	Coliform Positive
Pale red/orange	Re-incubate up to 48 hours
No change (yellow)	Coliform Negative

B. Examine each positive result for fluorescence using a long wave (366 nm) ultraviolet light. If the solution glows a uniform, bright, light blue throughout the bottle or tube, fluorescence is present. This indicates the presence of *E. coli*.

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1) Heading of the Part: Standards For Approval of Milk Laboratories2) Code Citation: 77 Ill. Adm. Code 4633) Section Numbers:

463.101 Repealer

463.201 Repealer

463.301 Repealer

463.302 Repealer

463.401 Repealer

463.402 Repealer

463.403 Repealer

463.404 Repealer

463.405 Repealer

463.406 Repealer

463.407 Repealer

463.408 Repealer

463.409 Repealer

463.410 Repealer

463.411 Repealer

463.412 Repealer

463.413 Repealer

463.414 Repealer

463.415 Repealer

463.416 Repealer

463.501 Repealer

463.502 Repealer

463.503 Repealer

463.504 Repealer

463.601 Repealer

463.701 Repealer

463.801 Repealer

463.901 Repealer

463.902 Repealer

463.903 Repealer

463.1001 Repealer

463.1002 Repealer

463.1101 Repealer

463.1102 Repealer

463.1103 Repealer

463.1104 Repealer

463.1105 Repealer

463.1106 Repealer

463.1107 Repealer

463.1201 Repealer

463.1202 Repealer

463.1203 Repealer

463.1301 Repealer

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463.1302 Repealer

463.1303 Repealer

463.1401 Repealer

463.1402 Repealer

463.1403 Repealer

463.TABLE A Repealer

4) Statutory Authority: Authorized by and implementing Sections 55.10 and 55.11 of the Civil Administrative Code of Illinois [20 ILC5/55.10 and 55.11].

5) A Complete Description of the Subjects and Issues Involved: The Department is proposing to repeal these rules which establish standards applicable to laboratories that conduct microbiological and chemical analysis of raw and pasteurized milk. The rules are being repealed because they have been superseded by the Grade A Pasteurized Milk Ordinance (PMO). The PMO is a model milk regulation adopted by the federal Food and Drug Administration to assist states in initiating and maintaining effective programs for the prevention of milkborne diseases. The Department has incorporated the PMO in its rules governing the production of Grade A milk and milk products, and manufactured dairy products (77 Ill. Adm. Code 775 and 785). By repealing the rules for approval of laboratories that perform analysis on milk samples and applying the provisions of the PMO for approval of such laboratories, the Department can ensure that current industry standards are being enforced.

6) Will this Rulemaking Replace an Emergency Rule Currently in Effect? No

7) Does this Rulemaking Contain an Automatic Repeal Date? No

8) Does this Rulemaking Contain Any Incorporations By Reference? No

9) Are there any other Proposed Amendments Pending on this Part? No

10) Statement of Statewide Policy Objectives: This rulemaking will not require new or additional expenditures on the part of units of local government.

11) Time, Place, and Manner in which Interested Persons May Comment on this Rulemaking: Interested persons may present their comments concerning these rules by writing within 45 days after this issue of the Illinois Register to:

Ms. Gail M. DeVito
Division of Legal Services
Illinois Department of Public Health
535 West Jefferson, Fifth Floor
Springfield, Illinois 62761

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217/782-2043

E-mail: rules@idph.state.il.us

12) Initial Regulatory Flexibility Analysis:

A) Type of Small Businesses, Small Municipalities and Not-for-Profit Corporations Affected: Laboratories that are certified by the Department to perform microbiological analysis on milk.

B) Reporting, Bookkeeping or Other Procedures Required for Compliance:
None

C) Types of Professional Skills Necessary for Compliance: None

13) Regulatory Agenda on which this rulemaking was summarized: This rulemaking was not included on either of the most recent regulatory agendas because: the need was not apparent when the regulatory agendas were prepared.

The full text of the Proposed Repealer begins on the next page:

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TITLE 77: PUBLIC HEALTH
CHAPTER I: DEPARTMENT OF PUBLIC HEALTH
SUBCHAPTER d: LABORATORIES AND BLOOD BANKS

PART 463

STANDARDS FOR APPROVAL OF MILK LABORATORIES (REPEALED)

SUBPART A: STATUTORY AUTHORITY

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463.101
Statutory Language and Purpose

SUBPART B: DEFINITIONS

Section
463.201
Definitions

SUBPART C: CERTIFICATION PROCEDURE

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463.301
Request for Certification
463.302
Operational Aspects

SUBPART D: USE OF CERTIFICATION AND CERTIFICATE

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Period of Certification
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Provisional Certification
463.403
Changes in Laboratory Operation
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Cancellation of Certification
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Subcontracting by Certified Laboratories
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Performance Evaluation Samples
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Authority of Certification Officers
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463.414
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SUBPART E: PERSONNEL

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463.501
General
463.502
Laboratory Supervisor

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463.503 Analyst
463.504 Service Continuation

SUBPART F: PHYSICAL FACILITIES

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463.601

Requirements

SUBPART G: LABORATORY EQUIPMENT

Section
463.701

Minimum Specifications

SUBPART H: LABORATORY GLASSWARE, PLASTIC WARE, AND METAL
UTENSILS

Section
463.801

Standards for Glassware, Plastic Ware, and Metal Utensils

SUBPART I: GENERAL LABORATORY PRACTICES

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463.901
463.902
463.903

Sterilization Procedures
Microbiologically Suitable Water
Stock Phosphate Buffer and Magnesium Chloride Solutions

SUBPART J: METHODOLOGY

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463.1001
463.1002

Certification
Methodology Requirements

SUBPART K: SAMPLE COLLECTION, HANDLING AND PRESERVATION

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463.1101
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Acceptance for Official Tests
Delegated Responsibility
Identification
Records
Transferring of Samples
Receipt of Samples
Sample Collection Form and Report Form

SUBPART L: STANDARDS FOR MICROBIOLOGICALLY SUITABLE WATER

Section
463.1201
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Standards
Testing

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463.1203 Preparation

SUBPART M: QUALITY CONTROL

Section

463.1301 Records of Results
463.1302 General Quality Control Requirements
463.1303 Minimum Quality Control Procedures

SUBPART N: RECORD MAINTENANCE

Section

463.1401 Copy of the Sample Report Form
463.1402 Records of Bacteriological and Chemical Analyses
463.1403 Disposal of all Records

TABLE A Methodology Requirements and References

AUTHORITY: Authorized by and implementing Sections 55.10 and 55.11 of "The Civil Administrative Code of Illinois", effective July 1, 1917, as amended. (Ill. Rev. Stat. 1981, ch. 127, pars. 55.10 and 55.11).

SOURCE: Adopted September 10, 1973; rules repealed at 6 Ill. Reg. 13340, effective October 19, 1982; new rules adopted and codified at 6 Ill. Reg. 13341, effective October 19, 1982; repealed at 22 Ill. Reg. _____, effective _____.

SUBPART A: STATUTORY AUTHORITY

Section 463.101 Statutory Language and Purpose

These rules and regulations are promulgated pursuant to authority granted by Ill. Rev. Stat. 1981, ch. 127, pars. 55.10 and 55.11. These rules and regulations establish standards applicable to laboratories involved in the microbiological and chemical analysis of raw and pasteurized Grade A Milk, Grade A Milk products and Raw and Pasteurized Milk for Manufactured Dairy products.

SUBPART B: DEFINITIONS

Section 463.201 Definitions

"Analyst" means any person who performs analyses on samples submitted to the laboratory. Qualifications for analysts are set forth in Section 463.503.

"Certification" means a status of approval granted to a laboratory which meets the criteria established by these rules and regulations.

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Certification is not a guarantee of the validity of the data generated.

"Certification Officer" means any person who is designated by the Department to inspect and evaluate laboratories for compliance in meeting the criteria set forth in these rules and regulations and who meets the educational and experience qualifications for laboratory supervisor as set forth in these rules and regulations.

"Consultant" means a person who is retained by a written agreement to provide professional consultation services.

"Laboratory Supervisor" means a person who supervises the performance of the analytical procedures within a laboratory. Qualifications for laboratory supervisor are set forth in Section 463.502 of these rules and regulations.

"Major Remodeling" means remodeling of the laboratory facility which requires the acquisition of a local building permit.

"Microbiologically Suitable" means water meeting the standards set forth in Section 463.1201.

"Official Laboratory" means a biological, chemical or physical laboratory which is under the direct supervision of the State or a local regulatory agency.

"Officially Designated Laboratory" means a commercial laboratory authorized by the Department to do official work by a regulatory agency, or a milk industry laboratory officially designated by a regulatory agency for the examinations of producer samples of raw milk for pasteurization and commingled tank truck samples of raw milk for antibiotic residues and bacterial limits.

"Private Laboratory" means any laboratory owned and operated by a for-profit or non-profit organization other than a governmental unit.

"Provisional Certification" means a certification status granted to a laboratory to allow time for the correction of deviations from these rules. Failure to correct deviations during the provisional certification period allows the Department to revoke certification as specified in Section 463.405. While on provisional certification, a laboratory remains approved within the parameters covered by its certification.

SUBPART C: CERTIFICATION PROCEDURE

Section 463.301 Request for Certification

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In seeking certification under these rules a laboratory shall:

- a) submit to the Department a formal request for certification from the Department;
- b) file an administrative questionnaire furnished by the Department giving complete information on the five categories listed in Section 463.302;
- c) analyze performance evaluation samples provided by the Department and report the results to the Department; and
- d) permit an on-site visit by Department certification officers. Certification officers shall provide the laboratory with credentials and other documents as may be required by law. The initial visit will be arranged at the mutual convenience of both parties.

Section 463.302 Operational Aspects

Operational aspects of a laboratory to be evaluated in considering certification shall include:

- a) physical facilities
- b) personnel
- c) methodology and instrumentation
- d) data handling
- e) quality control

SUBPART D: USE OF CERTIFICATION AND CERTIFICATE

Section 463.401 Period of Certification

Certification shall be effective for a two-year period from date of issue unless modified or revoked by the Department. Application for timely renewal of certification shall be made to the Department no later than 90 days prior to the expiration date. Approval of a renewal application shall be contingent upon the laboratory meeting all of the criteria considered in granting the original certification.

Section 463.402 Provisional Certification

Whenever deviations from these rules are noted, a certified laboratory, at the discretion of the Department, may be placed on provisional certification, granted for the following periods:

- a) from seven to thirty days if the deviations could, in the opinion of the Department, directly compromise the quality of analytical data generated by the laboratory; or
- b) from ninety days to one year in the case of any other type of deviation that could potentially affect laboratory results such as, but not limited to, record-keeping, remodeling, or replacement of a qualified supervisor, etc.

Section 463.403 Changes in Laboratory Operation

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In the event of change of ownership, laboratory supervisor, analysts or relocation or major remodeling of the physical facilities of the laboratory, the Department shall be notified in writing within 15 days of such a change. After receiving this notification the Department will request a summary of education and experience for new personnel and will make an on-site visit of the laboratory. The Department may waive any of these activities if they appear to the Department to be unwarranted such as, but not limited to, a certified analyst moves from one laboratory to another, a new owner of a laboratory does not participate in the operation of a laboratory, etc.

Section 463.404 Cancellation of Certification

A laboratory may cancel its certification voluntarily by notifying the Department and returning its certificate.

Section 463.405 Revocation of Certification

The Department may revoke certification for cause as to all or any part of a laboratory's certification. Any of the following may be cause for revocation of certification:

- a) failure to pass any inspection, provided the laboratory has no corrected the deviations after being placed on provisional certification in accordance with the provisions of Section 463.402;
- b) unsatisfactory analysis of performance evaluation samples as specified in Section 463.411;
- c) failure to notify the Department within 15 days after any of the changes named in Section 463.403 have occurred;
- d) violation of the requirements regarding advertising as specified in Section 463.408; or
- e) violation of the subcontracting provisions of Section 463.410.

Section 463.406 Limits of Certification

Certification shall be limited to those analytical procedures for which a laboratory has been approved and which are listed on the Certificate of Approval.

Section 463.407 Posting the Certificate

The Certificate of Approval shall be posted or displayed in a prominent place in the laboratory facility.

Section 463.408 Advertising of Certification

Information related to the certification of a laboratory under these rules shall be clearly defined in any advertising and shall include the analytical procedures for which the laboratory has been certified. The advertising shall not include any representation that the laboratory is certified to perform a

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type of analysis for which it lacks proper certification.

Section 463.409 Departmental Action on Deviations

The following factors shall be taken into account by the Department in determining action taken against a certified laboratory when deviations from these rules are noted:

- a) the length of time the deviation has existed;
- b) the laboratory's prior record of deviations and response in correcting deviations;
- c) whether the laboratory knowingly caused the deviation; and
- d) the potential effect of the deviations on the quality of analytical data generated by the laboratory.

Section 463.410 Subcontracting by Certified Laboratories

The name and address of the laboratory actually performing the analyses shall be specified on all reports of analytical results. For those analytical procedures for which certification is required, the subcontracting laboratory shall also be certified.

Section 463.411 Performance Evaluation Samples

All certified analysts in a certified laboratory and/or all analysts in a laboratory seeking certification shall analyze performance evaluation samples by the parameters for which they are certified or they seek certification. The Department shall supply performance evaluation samples biannually. Laboratories shall analyze such samples and report the test results to the Department within 10 days of receipt of samples. Acceptable limits for performance evaluation sample results shall be in accordance with "Evaluation of Milk Laboratories" 1978 Edition U.S. Department of Health and Human Services, Public Health Service/Food and Drug Administration.

Section 463.412 Authority of Certification Officers

Authority of Certification Officers under these rules shall include:

- a) inspecting laboratories during on-site visits;
- b) obtaining information relevant to the technical operation of laboratories as it pertains to the parameters for which certification is sought or in effect;
- c) inspecting quality assurance records and any other records required by these rules;
- d) observing analysts at work and to discuss analytical procedures concerning parameters for which certification is sought or in effect; and
- e) submitting oral and written reports for granting or denying certification based upon the completion of the evaluation process.

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Section 463.413 Hearing, Decision and Appeal

The following procedures are established for Department certification actions which are required by law to be preceded by notice and opportunity for hearing:

- a) Prior to revocation or partial revocation, the Department shall give written notice to the laboratory supervisor or owner. The notice shall include the facts or conduct upon which the Department will rely to support its proposed action and the procedures for requesting a hearing. This notice and any hearing requested following issuance of such notice shall be in accordance with the "Rules of Practice and Procedure in Administrative Hearings" as adopted by the Department;
- b) If the Department finds that an emergency situation warrants immediate action, summary suspension as provided for by Section 10-65(d) of the Illinois Administrative Procedure Act, (Ill. Rev. Stat. 1991, ch. 127, par. 1010-65(d)) may be ordered pending revocation proceedings;
- c) Final decisions adopted by the Director of the Department are appealable to the Circuit Courts pursuant to Ill. Rev. Stat. 1981, ch. 110, par. 3-101 et seq.

Section 463.414 Liability

Representatives of the Department shall not be required to waive the right to seek recovery for injuries while inspecting a laboratory facility.

Section 463.415 Reciprocity Agreements

Reciprocity under these rules and regulations shall conform to reciprocity as defined by the National Conference of Interstate Milk Shipments (NCIMS) agreements meaning that no action or requirement on the part of any regulatory agency will cause or require any action in excess of the requirements of the Grade A Pasteurized Milk Ordinance of the NCIMS agreements.

Section 463.416 Public Inspection of Records

All files, records, and data of the Department in relation to the administration of these rules and regulations shall be open to public inspection and may be copied upon payment of the actual cost of reproducing the original except for:

- a) information which constitutes a trade secret;
- b) information privileged against introduction in judicial proceedings;
- c) internal communications of the Department;
- d) confidential data submitted by any person under these rules and regulations.

SUBPART E: PERSONNEL

Section 463.501 General

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Laboratory personnel shall include individuals who function as laboratory supervisor and analyst. However, any combination of laboratory supervisor and analyst functions may be served by a single qualified individual. Only approved analysts shall perform test procedures covered by the laboratory's certification.

Section 463.502 Laboratory Supervisor

A laboratory supervisor shall be a person holding a minimum of a bachelor's degree in natural or physical science or dairy technology and shall have had a minimum of one year of bench experience in an environmental milk, food or water laboratory in the area of analytical responsibility. The laboratory supervisor shall demonstrate ability to properly perform all test procedures under his or her supervision while under observation by a certification officer. A laboratory supervisor shall be a full time employee and shall demonstrate satisfactory performance in the biannual proficiency testing program.

Section 463.503 Analyst

An analyst is a person who performs chemical and/or microbiological analyses on raw and/or pasteurized milk and milk products, has a minimum of a high school diploma or its equivalent in academic or laboratory oriented vocational courses, and has had a minimum of six (6) months experience in a milk laboratory.

- a) Analysts shall demonstrate ability to properly perform representative test procedures with which they are involved while under the observation of a certification officer. An analyst's performance shall be in compliance with procedures required by the 1978 Grade A Pasteurized Milk Ordinance as described in:
 - 1) "Standard Methods for the Examination of Dairy Products", 14th Edition, American Public Health Association, (Washington, D.C. 1978.);
 - 2) "Journal of Food Protection" Volume 43, Number 4, Pages 324-328 (April 1980); and/or
 - 3) "Official Methods of Analysis of the Association of Official Analytical Chemists", 13th Edition, Association of Analytical Chemists, Washington, D.C., 1980).

- b) Analysts shall be under the direct supervision of the laboratory supervisor.
- c) For initial certification, analysts who have satisfactorily demonstrated procedures during an on-site evaluation may be conditionally approved to conduct official examinations. Complete approval will be granted upon the successful completion of the biannual proficiency testing program.
- d) When a new analyst is assigned to an approved laboratory between on-site evaluations, conditional approval status may be provided to the new analyst upon completion of satisfactory performance levels in

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the biannual proficiency testing program (two sets of split samples). Complete approval will be granted upon an acceptable on-site evaluation of the analyst for the specified procedures in which they are involved. Conditionally approved analysts failing to meet the established applicable criteria of laboratory performance during an on-site evaluation will have their conditionally approved status revoked.

- e) Analysts shall participate in and demonstrate satisfactory performance in the Department's biannual proficiency testing program for those specific procedures for which they are approved. Failure without cause to participate will result in the analyst being placed on provisionally approved status. Failure of provisionally approved analysts to participate in the examination of or to meet satisfactory performance levels on the next set of performance evaluation samples will result in revocation of approval.
- f) Official sample results shall not be accepted from non-approved personnel.
- g) The names of analysts and their specific areas of competence in analytical procedures shall be listed on the certificate of approval. Analysts losing approval may request reapproval.

Section 463.504 Service Continuation

A person who, as of the final effective date of these rules, was serving in a certified environmental milk laboratory as a laboratory supervisor or analyst and who does not meet the educational requirements or the experience requirements or both for said position may be recommended to continue to serve in said position by the certification officer. In recommending that an existing laboratory supervisor or analyst continue to serve in that position, the certification officer shall take into account the following factors:

- a) length of experience as an offset for not meeting educational requirements;
- b) extent of education as an offset for not meeting experience requirements;
- c) for analysts and supervisors, demonstration of ability to properly perform the representative test procedures with which they are involved while under observation of the certification officer; and
- d) for analysts and supervisors the satisfactory performance in the biannual proficiency testing program for all parameters for which each performs or supervises.

SUBPART F: PHYSICAL FACILITIES

Section 463.601 Requirements

The laboratory's physical facilities shall meet the following specifications:

- a) Floors shall be covered with asphalt tile, vinyl, concrete, or other impervious washable surface which can be easily maintained.

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- b) Floor space shall be available for stationary equipment such as autoclaves, incubators, and hot-air sterilization ovens.
- c) Walls shall be covered with waterproof paint, enamel, ceramic tile, or other surface material that provides a smooth finish which is easily cleaned and disinfected.
- d) In aggregate total, a minimum of 6 linear feet of usable bench space shall be provided for each analyst.
- e) Laboratory lighting shall provide a minimum of 100 footcandles light intensity at the working surface in areas used for the performance of analytical procedures.
- f) The laboratory shall include a sink with hot and cold running water.
- g) An electrical supply with sufficient amperage for operation of instruments and mechanical needs shall be provided.
- h) There shall be no cross-connections within the plumbing system of the laboratory facility.
- i) The laboratory shall have a readily available source of microbiologically suitable water, as defined in Section 463.1201. The source qualifies as readily available if it is either produced by or in the laboratory, obtained from a nearby facility, or secured from a commercial supplier.
- j) Laboratories performing the direct microscopic somatic cell count shall be provided with a fume hood or a well ventilated area.
- k) Milk and water microbiology shall not be performed in the same room with diagnostic microbiology or sewage microbiology.
- l) Temperature within the laboratory shall be maintained at between 60° and 80° F for proper operation of incubators, waterbaths, etc.

SUBPART G: LABORATORY EQUIPMENT

Section 463.701 Minimum Specifications

Only those instruments needed for analysis within the various parameters for which the laboratory is being certified are required. Instrument specifications as described in the applicable methodology shall be met. However, if the applicable methodology does not include specifications for the needed instruments, the following minimum specifications shall apply:

- a) A top loading or trip pan balance shall be clean, not corroded, and provided with appropriate weights of good quality;
 - 1) A torsion or trip pan balance used for weighing materials of 2 grams or more shall tare out and detect 50 mg of weight accurately.
 - 2) An analytical balance used for weighing quantities of less than 2 grams shall be sensitive to 0.1 mg at a 10 gram load.
- b) A magnetic stirrer shall be of variable speed, 120 volts, and use a non-stick surface stirring bar. The magnetic stirrer may be equipped with a heating element.
- c) A pH meter shall have an accuracy of at least plus or minus 0.05 units and a scale readability of at least 0.1 units. The pH meter may be

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either line/bench or battery/portable operated.
 d) An autoclave shall be horizontal chambered and shall meet all of the following specifications:

- 1) When observed during the operational cycle or when time-temperature charts are read, the autoclave shall be in good operating condition.
- 2) An operating safety valve shall be included.
- 3) Separate temperature and pressure gauges shall be located on the exhaust side.
- 4) The autoclave shall reach and maintain a temperature of 121° C during the sterilization cycle, and no more than 45 minutes shall be required for a complete cycle of carbohydrate media.
- 5) Depressurization shall not produce gas bubbles in fermentation media.

e) A hot-air sterilization oven shall operate at a minimum of 175° C, shall be equipped with a thermometer inserted through the top porthole or be equipped with a temperature recording device, and shall be equipped with a thermostatic control that will not allow the temperature to deviate by more than plus or minus 5° C from the temperature setting.

f) The incubator and/or incubator room shall be properly constructed and controlled. Temperature within the incubator shall not deviate more than plus or minus 1° C. The incubator shall have at least two shelves, and may be air or water jacketed. Incubator rooms shall be well insulated, equipped with properly distributed heating units, and have forced-air circulation. Incubators and/or incubator rooms shall be of sufficient size to prevent crowding of interior, and each shelf shall be equipped with an accurate thermometer, the bulb of which is submerged in water within a small, tightly closed vial.

g) A refrigerator shall be of sufficient size for workload, and shall maintain a temperature of 0° to 4.4° C so as to cool and maintain temperature of milk samples until tested. A refrigerator may be used for storage of prepared media when desired. The top shelf of the refrigerator shall be equipped with an accurate thermometer, the bulb of which is submerged in water within a small, tightly closed vial.

h) Water bath(s) shall be thermostatically controlled to appropriate temperature(s) and shall be appropriately sized for workload with suitable water level maintained (e.g., an agar-tempering water bath shall be of appropriate size for holding melted medium and shall be thermostatically controlled at 45° plus or minus 1° C).

i) The following standards shall apply to temperature monitoring devices:

- 1) thermometers shall be graduated in no greater than 1° C units for use in 32° C, 55° C or 64° incubators, 45° C water baths, and 0-4.4° C refrigerators;
- 2) thermometers shall be graduated in no greater than 0.5° C for use in 35° C incubators;
- 3) continuous temperature recording devices shall be graduated in no greater than 1° C or 0.5° C units depending upon application or

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site of use;

4) a National Bureau of Standards (NBS) certified thermometer, or one of equivalent accuracy, shall be available for calibration use and shall be accompanied with its certification papers and procedures for use. Unless otherwise specified in these rules, all thermometers and temperature recording devices shall be calibrated against such certified thermometer to within plus or minus 1.0° C;

5) each laboratory shall have a maximum registering thermometer in the range of 200° to 400° F (90° to 200° C) graduated in increments no greater than 2° F (1° C);

6) each laboratory shall use separate thermometers for determining the temperatures of waterbaths, ovens, autoclaves, samples, refrigerators, storage areas, etc.;

7) the liquid column of glass thermometers shall have no separations.

j) Colony counters shall be:

1) Quebec dark-field models or equivalent with grid plate in satisfactory condition (Wolffheugel grid plate); or

2) instrumental colony counters shall be determined to yield counts that 90% of the time are within plus or minus 10% of those obtained manually.

k) A mechanical hand tally shall be available for counting colonies on membrane filters, agar pour plates, or somatic cells in a Direct Microscopic Somatic Cell Count (DMSCC) film.

SUBPART H: LABORATORY GLASSWARE, PLASTIC WARE, AND METAL UTENSILS

Section 463.801 Standards for Glassware, Plastic Ware, and Metal Utensils

The following standards shall apply to glassware, plastic ware, and metal utensils used in the laboratory:

- a) Except for disposable plastic ware, items shall be resistant to effects of corrosion, high temperature, and vigorous cleaning operations. Metal utensils made of stainless steel are preferred. Plastic items shall be of clear, inert, non-toxic material and shall retain accurate graduations or calibration marks after repeated autoclaving. Glassware used for purposes that may subject it to damage from heat or chemicals shall be of borosilicate glass. All glassware shall be free of chips, cracks, and/or excessive etching. All volumetric glassware shall be Class A, denoting that it meets Federal Specifications and need not be calibrated before use.
- b) Media preparation utensils shall be of borosilicate glass or stainless steel, and shall be clean and free from foreign residues or dried media.
- c) Pipettes shall meet the specifications set forth in "Standard Methods for the Examination of Dairy Products", American Public Health

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Association, (Washington, D.C., 1978), pages 79 and 80. Containers for glass pipettes shall be of either stainless steel or aluminum. Opened packages of sterile disposable pipettes shall be securely resealed between uses.

- d) Petri dishes or plates have a bottom of at least 85 mm inside diameter, 12 mm deep, with interior and exterior surfaces of bottoms free from bubbles, scratches or other defects. Petri dishes may be made of glass or plastic. Containers for petri dishes or plates shall be of aluminum or stainless steel; or dishes shall be wrapped in heavy aluminum foil or char resistant paper. Open packages of sterile disposable dishes shall be securely resealed between uses.
- e) Dilution bottles shall be of borosilicate glass or other corrosion resistant glass, and shall be free of chips and cracks at the lip. A graduation level shall be distinctly marked on the side of dilution bottles at 99 ml. Dilution bottle closures shall be plastic screw caps with leakproof liners or Escher-type stoppers, and shall not produce toxic substances during the sterilization process.

SUBPART I: GENERAL LABORATORY PRACTICES

Section 463.901 Sterilization Procedures

The following standards shall apply to sterilization procedures:

- a) autoclaving of the following items shall be carried out at 121° plus or minus 1° C for the durations specified below:

Item	Minimum duration of autoclaving
carbohydrate-containing media (lauryl tryptose, brilliant green lactose bile broth, etc.)	12 minutes
Dilution water blanks	30 minutes
The procedures recommended by media manufacturers for autoclaving of each medium shall be followed unless stated otherwise in the applicable methodology. Media and dilution blanks shall be autoclaved within one hour of preparation;	
b) the maximum elapsed time for exposure of carbohydrate-containing media to any heat (from the time of closing the loaded autoclave to unloading) shall be no more than 45 minutes;	
c) dried glassware to be sterilized in a hot-air sterilizing oven shall be kept at 175° plus or minus 5° C for at least 2 hours.	

Section 463.902 Microbiologically Suitable Water

Microbiologically suitable water, which may be distilled, deionized, or other processed water such as reverse osmosis, shall meet the standards set forth in

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Section 463.1201. Only water determined to be microbiologically suitable water shall be used for preparation of media, reagents, and dilution water.

Section 463.903 Stock Phosphate Buffer and Magnesium Chloride Solutions

Stock phosphate buffer and magnesium chloride solutions shall be prepared as follows:

- a) phosphate buffer: Dissolve 34 g of potassium dihydrogen phosphate (KH₂PO₄) in 500 ml of microbiologically suitable water, adjust to pH 7.2 with 1 N NaOH solution, and make up to 1 liter with microbiologically suitable water. If desired, place in smaller vials. The phosphate buffer solution shall be autoclaved, labeled, dated, and stored at 1° to 4.4° C. The stored phosphate buffer solution shall be free of turbidity;
- b) Magnesium chloride: to prepare stock solutions, measure 38 g of MgCl₂ into a 1-liter volumetric flask and add microbiologically suitable water to make 1 liter of solution. Small, sealable vials may be filled with the stock solution, sterilized, labeled, dated, and stored as with the phosphate stock solution.
- c) Dilution water shall be prepared by adding 1.25 ml of stock phosphate buffer solution per liter of microbiologically suitable water. Optionally, 5.0 ml of stock magnesium chloride may be added. Dispense as desired and autoclave at 121° C for 30 minutes. Final pH shall be 7.2 plus or minus 0.1.
- d) Dilution water blanks shall be filled to contain 99 plus or minus 2 ml of dilution water after sterilization.

SUBPART J: METHODOLOGY

Section 463.1001 Certification

Certification for the following procedures is available to environmental laboratories involved in the analysis of milk and milk products:

- a) Official laboratories may be certified for any or all of the following procedures relating to the grading of raw milk for pasteurization and of pasteurized milk and milk products.
- b) Officially designated laboratories may be certified to perform the following procedures for grading raw milks only: Standard Plate Counts, Plate Loop Counts, Bacillus stearotherophilus disc assay qualitative method for antibiotics, Wisconsin Mastitis Test, Direct Microscopic Somatic Cell Counts, Electronic Somatic Cell Counts, Membrane Filter Deoxyribonucleic Acid (MF-DNA) method for somatic cells.
- c) Official laboratories and officially designated laboratories may be certified to perform bacteriological analysis of potable waters and their sources, which may include public water supplies, and private wells or farm water supplies used for milkhouse milking operations. Milk laboratories certified to perform or seeking certification to

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perform potable water analysis must adhere to the requirements of Part II, Subpart B of the Illinois Department of Public Health (IDPH) and Illinois Environmental Protection Agency (IEPA) Rules for Certification and Operation of Environmental Laboratories, 1979.

Section 463.1102 Methodology Requirements

See Table A for analysis of milk and milk products.

SUBPART K: SAMPLE COLLECTION, HANDLING AND PRESERVATION**Section 463.1101 Acceptance for Official Tests**

Milk laboratories certified in the State of Illinois shall accept for official tests only those samples of raw and pasteurized milk and milk products, dry milk products, milk containers and closures and manufactured milk and milk products that have been properly collected by either a licensed bulk milk tank hauler and/or an individual so authorized by the Department to collect samples.

Section 463.1102 Delegated Responsibility

When the laboratory has been delegated responsibility for sample collection, handling, and preservation, there shall be strict adherence to correct sample procedures, complete identification of the sample, and prompt transfer of the sample to the laboratory as specified in "Standard Methods for the Examination of Dairy Products," 14th Edition, American Public Health Association, (Washington, D.C., 1978), pp.33-54.

Section 463.1103 Identification

All samples of milk and milk products shall be legibly identified at time of collection. The collection form or weigh ticket shall include the date, the time, temperature of milk at collection, type of sample, where collected, by whom collected (full name) and license number (if appropriate).

Section 463.1104 Records

Records that are necessary to establish chain-of-custody of the samples shall be maintained when samples are not delivered to the laboratory immediately.

Section 463.1105 Transferring of Samples

When raw milk samples are transferred at a bulk transfer station, there shall be recorded and transmitted with each series of samples, the time, date, and temperature of the control sample from the time of collection until receipt at the testing laboratory. The approval numbers of all bulk transfer stations shall be included.

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Section 463.1106 Receipt of Samples

The following actions shall be taken by the laboratory upon receipt of samples:

- As raw milk samples arrive at the laboratory, determine temperature of each group of samples by inserting a precooled (0-4.4° C) thermometer into a temperature control treated exactly like other samples. If a temperature control is not received, determine the temperature of one of the official samples (preferably the first sample collected) and label it as the temperature control. The temperature of all samples received at the testing laboratory shall be between 0 and 4.4° C.
- When the elapsed time between collection and arrival of pasteurized samples at the laboratory is less than 3 hours, samples shall be accepted by the testing laboratory, provided the sample temperature control on arrival at the laboratory does not exceed that of the sample temperature at the time of collection. Samples of pasteurized milk above 7.2° C shall be rejected.
- Record temperature of sample(s), time, and date of receipt on sample identification form and by whom received. Store samples at 0-4.4° C until tested. When samples are tested, record time, date of analysis, by whom tested, and temperature of sample control for each set of samples. If chemical tests are also to be done on samples, first aseptically remove a portion of samples for microbiological analyses, after suitable agitation of sample.

Section 463.1107 Sample Collection Form and Report Form

The sample collection form and report form shall be legibly signed by the person(s) responsible for any and/or all data recorded. Bulk milk tank haulers shall provide their signatures and license numbers on all sample collection forms.

SUBPART L: STANDARDS FOR MICROBIOLOGICALLY SUITABLE WATER**Section 463.1201 Standards**

The following standards shall apply to all microbiologically suitable water. Microbiologically suitable water (distilled, deionized or reverse-osmosis) shall have these characteristics:

Property	Value
pH	5.5-7.5
Free Chlorine Residual	Less than 0.1 mg/l
Standard Plate Count	Less than 10,000 colonies/ml

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Section 463.1202 Testing

Microbiologically suitable water shall be tested monthly for standard plate count (using duplicate plates for each dilution or volume of water plated), free chlorine residual using an N, N'-diethyl-p-phenylene diamine (DPD) or orthotolidine test kit procedure, and pH. All results shall be recorded. If the water tested does not meet requirements for these properties, corrective action shall be taken and the water retested.

Section 463.1203 Preparation

Only satisfactorily tested water shall be used in preparing media, reagents, and dilution water.

SUBPART M: QUALITY CONTROL

Section 463.1301 Records of Results

Up-to-date records of results for the following quality control tests shall be maintained in the laboratory log. All entries shall be dated and initialed or signed by the person or persons responsible for recording all or any part of the data, or performing the various tests.

Section 463.1302 General Quality Control Requirements

The following general quality control requirements shall be met:

- a) Microbial density of the air during plating procedures shall be determined for each series of samples plated. When fifteen or more colonies appear on an exposed plate after a 15 minute exposure period and 48 hours of incubation at 32° C, corrective action shall be taken.
- b) Glass thermometers and automatic temperature recording devices shall be checked initially and at least annually thereafter for accuracy. Metal thermometers shall be checked at least quarterly for accuracy against an NBS certified thermometer, or one of equivalent accuracy.
- c) The refrigerator temperature shall be determined daily.
- d) Temperature in incubation equipment shall be recorded continuously by a temperature recording device or recorded twice daily (in a.m. and p.m.) from in-place thermometers immersed in liquid and placed on shelves. When automatic temperature recording devices are used, supplemental readings from standard in-place thermometers shall be recorded on a weekly basis, checking areas other than where the automatic device probe is located.
- e) Date, time, duration, and temperature of autoclaving shall be recorded continuously or recorded for each sterilization cycle. A list of materials sterilized in each cycle shall also be maintained.
- f) Date, time, duration and temperature of the hot-air oven during each sterilization cycle shall be recorded. A list of materials sterilized in each cycle shall be maintained.

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- g) Heat sensitive tapes, spore strips, or ampules shall be used weekly. A maximum registering thermometer shall be used weekly to verify sterilization temperatures within autoclaves and hot-air sterilizing ovens. A complete record of the results of heat sensitive tapes, spore strips, or ampules, and maximum registering thermometers shall be maintained and shall include the date, materials sterilized, and name or initials of the person(s) making such records.
- h) For each incubator in use, (excluding those at 55° C and 64° C) an accurate agar weight loss determination shall be made. Agar shall not lose weight by more than 15% in a 48-hour incubation period. This procedure shall be done on a quarterly basis. Results for each weight loss determination shall be recorded. Corrective action shall be taken if criterium is not met, and the agar weight loss shall be redetermined and recorded.
- i) Dilution bottles purchased with 99 ml graduation marks shall be verified by recalibration before use.
- j) Washing processes shall provide clean glassware with no stains or spotting. With initial use of a detergent or washing product and annually thereafter, the rinsing process shall be demonstrated to provide glassware free of toxic material based on the Detergent Residue Test as specified in "Standard Methods for the Examination of Dairy Products", 14th Edition, American Public Health Association, (Washington, D.C., 1978), page 65.
- k) Each batch of clean, dried glassware or plastic ware shall be tested for residual alkaline or acid residue using a 0.04% bromthymol blue indicator solution. If the results of the indicator test are not within the desired color range of dark green to light blue, corrective action shall be taken by rerinsing, then air drying and retesting.
- l) All new plastic caps with or without liners shall be checked for freedom from toxic substances. (Perform a dilution water toxicity test on final water that new caps are submerged in while being autoclaved.)
- m) Biannually, the dilution water shall be tested for freedom from toxic substances by replating a series of milk dilutions at intervals of 10, 20, 30, and 45 minutes after the initial dilution (0). A progressive decline of 20% or more from 0 hour to the end of a 45 minute period indicates toxicity, for which the cause shall be determined, dilution water remade, and retested.
- n) Current service contracts or in-house protocols shall be maintained on balances, autoclaves, hot-air sterilization ovens, water stills, dionizers, reverse osmosis apparatus, water baths, incubators, etc. Service records on such equipment shall include the date, name or initials of the servicing person, and a description of the service provided.
- o) It is recommended that microscopes be covered when not in use, and that lens paper be used to clean optics and stage after every use.
- p) Media shall be used on a first-in, first-out basis. Bottles of media shall each bear the date of receipt and date of opening. It is

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recommended that media be ordered in quantities to last no longer than one year after opening. Laboratories shall use commercial dehydrated media for routine bacteriological procedures as quality control measures.

- g) When media dispensing apparatus is used, the media preparer shall check the accuracy of dispensing with a graduated cylinder at the start of each volume change and periodically throughout extended runs.
- r) Microbiologically suitable water criteria shall be met as stated in Section 463.1201.
- s) The pH meter(s) shall be clean and calibrated each use period with pH 4 and pH 7, or pH 7, or pH 7 and pH 10 standard buffers. Each buffer aliquot shall be used only once. Commercial buffer solutions shall be used and dated on initial use.
- t) Balances shall be calibrated at least annually using standardized Class "S" or "S-1" weights and rechecked anytime the balance is subjected to any conditions that could cause it to lose calibration such as dropping a sample on the pan or transporting the balance from one location to another.
- u) Records shall be kept on each batch of sterilized medium showing lot numbers, pH before sterilization, and pH after sterilization.
- v) Criteria for stock phosphate buffer solution and dilution water shall be met as stated in Section 463.903.

Section 463.1303 Minimum Quality Control Procedures

The following minimum quality control procedures shall be applied for the methods specified:

- a) For standard plate count:
 - 1) Sterility controls for each series of samples shall include media, dilution water, petri dishes, and pipettes. This may be carried out in a single plate, provided dilution water is pipetted into the plate.
 - 2) Microbial density of the air shall be determined for each series of samples.
- b) For coliform counts:
 - 1) Sterility controls shall be made for each container of medium used.
 - 2) The confirmed test from a solid medium (Violet Red Bile Agar) is the prompt transfer of typical and/or a typical colonies to 2% Brilliant Green Lactose Bile Broth fermentation tubes incubated for 48 hours at 32° C. In the process of going from one selective medium to another, confirmation may consist of transfers of colonies to lactose broth (1 colony per tube) and proceeding from there after 24 hours or 48 hours whenever gas is produced.
- c) For plate loop counts:
 - 1) After assembly, and before initial transfer is made in a series of samples, the loop shall be flamed and allowed to cool for 15

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seconds. Next, two single milliliter portions of sterile water shall be discharged to waster, followed by a single milliliter discharge to the first petri dish. This constitutes a sterile instrument control.

- 2) A control plate for every 20 sample plates shall be prepared to determine if loop is free-rinsing.
- 3) Each new analyst requesting certification to perform plate loop counts shall test his or her ability to perform the plate loop count against the standard plate count. The protocol is described in "Standard Methods for the Examination of Dairy Products," 14th Edition, American Public Health Association, (Washington, D.C., 1978) pp 311-312. A copy of results shall be sent to the certification officer. When split sample results show unsatisfactory performance, this check control shall be repeated.

- d) For pasteurized milk containers, sterility controls as specified in Section 463.1303 (a)(1) shall be followed.
- e) For detection of inhibitory substances in milk:
 - 1) Spore suspension, use *Bacillus stearotherophilus* var *Calidolactis* (ATCC 10149) suspension prepared either commercially or in-house. Test each lot to determine appropriate inoculum for assay plates (400,000/ml when incubated at 55° C; 1,000,000/ml when incubated at 64° C), for spore enumeration use either PMI Agar or Antibiotic Medium #4.
 - 2) Filter paper disc, blank. Use 12.7 mm unimpregnated high absorbability discs. Test each lot for suitability by wetting 10 discs with sterile dilution water, place on assay plate and incubate at time and temperature for procedure used. Any zone formed indicates unsuitability of discs.
 - 3) Positive control. Use discs as above, wet 10 discs with 0.008 unit/ml penicillin in sterile dilution water. Place on assay plates and incubate as above. Zone of inhibition produced shall be 17 to 20 millimeters.
 - 4) Penicillinase discs. Use commercially or in-house prepared 12.7 mm discs. Test each lot for suitability by wetting 10 discs with sterile dilution water, place on assay plates and incubate at time and temperature for procedure used. Any zone produced indicates unsuitability of discs.
 - 5) Sterile blank discs may be used if they produce results equal to nonsterile discs. Records shall be available to show comparative results.
 - 6) Test results shall be read using vernier calipers accurate to 0.1 mm.
 - 7) Report results equal to or less than 14 mm as "not found". Report results 14.1 mm and above to the nearest 0.1 mm.
 - 8) When inhibitory substance is reported at 14.1 mm or above, bacterial counts (SPC etc.) are invalid and shall be reported as growth inhibitor present (GI).

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f) For the Wisconsin Mastitis Test:

- 1) As a quality control measure, raw milk samples shall be promptly tested for the Wisconsin Mastitis Test (WMT) after their removal from refrigeration the first time. Samples shall be held continuously at 0-4.4° C. Best results are obtained when samples are no older than 24 hours after collection. All samples shall be tested within 36 hours of collection.
- 2) Initially and weekly thereafter, each tube shall be checked for proper calibration. Tubes not meeting criteria as described in "Standard Methods for the Examination of Dairy Products" 14th Edition, American Public Health Association, (Washington, D.C., 1978), shall be discarded. Records shall indicate number of tubes checked, date, results, and by whom tested.
- 3) Initially and weekly thereafter, each cap shall be checked for proper size orifice. Caps not meeting criteria as described in "Standard Methods for the Examination of Dairy Products," 14th Edition, American Public Health Association, (Washington, D.C., 1978), shall be discarded.
- 4) Automatic syringes used for this procedure shall be checked for accuracy by collecting delivered volumes in a graduated cylinder.
- 5) For each rack of samples tested, the analyst shall determine the temperature of the milk-reagent mixture before inversion. This may be accomplished by using a pilot tube containing the same mixture as that being tested.
- g) For direct microscopic somatic cell counts:
 - 1) The metal syringe used to transfer 0.01 ml of milk to glass slides shall be checked for accuracy of adjustment to deliver 0.01 ml of milk (.0103g). This procedure shall be performed biennially, with results dated and recorded.
 - 2) The pipette used to deliver 0.01 ml of milk to slide shall be checked for accuracy of delivery.
 - 3) The microscopic factor and/or the single strip factor shall be redetermined annually. Results, date, factors, and by whom tested shall be recorded.
- h) For the membrane filter deoxyribonucleic acid test, color standards or their equivalent shall be available to verify wavelength settings on spectrophotometers on a daily basis. Results, date, and by whom tested shall be recorded.

SUBPART N: RECORD MAINTENANCE

Section 463.1401 Copy of the Sample Report Form

A copy of the sample report form shall be maintained by the laboratory for at least two years. If results are entered into a computer storage system, a printout of the date shall be returned to the laboratory for verification with bench sheets and shall be so verified.

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Section 463.1402 Records of Bacteriological and Chemical Analyses

Records of bacteriological and chemical analyses shall be kept for at least two years. Actual laboratory reports may be kept. However, data may be transferred to tabular summaries as an alternative to maintaining actual laboratory reports. Such tabular summaries shall include the following information:

- a) date, time, place of sampling, and temperature of the milk when sampled;
- b) name of person who collected the sample;
- c) records necessary to establish chain-of-custody of the sample;
- d) length of storage time and storage temperature for any interim refrigeration of the sample;
- e) identification of the sample origin, such as a routine recheck, from farm bulk tank, from over-the-road-tank truck, from dairy delivery truck, from store where products are sold, from processing plant, from restaurant, etc.;
- f) date, duration, and storage temperature for any transporting of the sample;
- g) date, time and temperature of samples on receipt in the laboratory and by whom received;
- h) date, time, and sample temperature for each procedure performed on each set of samples, and by whom performed;
- i) to grade a sample of raw milk for pasteurization, the bacteria count (by SPC or PLC), the detection of antibiotic residues in milk, and the abnormal milk tests (both screening and, if necessary, the confirmatory) are required. Records of the results for each producer shall establish that this protocol has been followed;
- j) to grade pasteurized products, the bacteria count (excluding cultured products), coliform counts, detection of antibiotic residues in milk (excluding cultured products) and the phosphatase test are required. Records of the results for each processor of pasteurized milk and milk products shall establish that this protocol has been followed.

Section 463.1403 Disposal of all Records

The disposal of all records subject to The Local Records Act (Ill. Rev. Stat. 1981, ch. 116, pars. 43.101 et seq.) must be in accordance with the provisions of that Act.

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Section 463.TABLE A Methodology Requirements and References

The following are the methodology requirements and references for individual parameters:

Parameter	Methodology	SMDP	Reference (Page Nos.) OM JAOAC
Bacterial (total count)	Standard plate count , Plate loop count	77-93 315-317	-- --
Coliform bacteria (total)	Solid medium	99-101	--
Abnormal milk (screening)	Wisconsin Mastitis Test	120-125	--
Abnormal milk (confirmatory)	Electronic somatic cell counts	134-139	--
Inhibitory substances	Optical somatic cell counts	--	847-849
	Direct Microscopic somatic cell counts	125-234	--
Residual bacterial and coliform bacteria (total count for containers)	MF-DNA (Official First Action)	--	412-413
	B stearothermophilus Disc assay Qualitative Methods,	--	455-467
	Rinse solution	197-200	--
	Surface contact methods	200-203	--
Residual bacterial and coliform bacteria (total count for	Disintegration method	344-347	--

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container materials)

Pasteurization Phosphatase tests 213-299 -- --

Notes:

- 1) "Standard Methods for the Examination of Dairy Products, 14th Edition," American Public Health Association, (Washington, D.C., 1978).
- 2) "Official Methods of Analysis of the Association of Official Analytical Chemists," 13th Edition, Association of Official Analytical Chemists (Washington, D.C., 1980).
- 3) As updated in the "Journal of Food Protection," Vol. 43, NO. 4, pp. 324-328, April, 1980.
- 4) Whenever official samples of raw milk or pasteurized milk are examined for total bacteria count an antibiotic test shall also be performed on that same sample (excluding cultured products).
- 5) Analysts that are certified, or seeking certification for Plate Loop Counts shall be certified to perform Standard Plate Counts.
- 6) Analysts shall be certified to perform Direct Microscopic Somatic Cell Counts on raw milk.
- 7) "Journal of the Association of Official Analytical Chemists," Vol. 63, No. 2, pp. 412-413, March, 1980.
- 8) "Journal of the Association of Official Analytical Chemists," Vol. 65, No. 2, pp. 466-467, March, 1982.
- 9) "1978 Grade A Pasteurized Milk Ordinance" U.S. Department of Health Education and Welfare, Public Health Service, Food and Drug Administration, Appendix G, page 141.

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1) Heading of the Part: Long-Term Care Partnership Insurance

2) Code Citation: 50 Ill. Adm. Code 2018

3) Section Numbers: Adopted Action:
 2018.30 Amended
 2018.40 Amended
 2018.50 Amended
 2018.70 Amended
 2018.90 Amended
 2018.EXHIBIT C New Section
 2018.EXHIBIT D New Section

4) Statutory Authority: Implementing the Partnership for Long-Term Care : Act and authorized by Section 45 of that Act [320 ILCS 35/1 and 45].

5) Effective Date of Rulemaking: October 21, 1997

6) Does this rulemaking contain an automatic repeal date? No

7) Does this rulemaking contain incorporations by reference? No

8) Date Filed in Agency's Principal Office: October 21, 1997

9) Notice of Proposal Published in Illinois Register: March 7, 1997, 21 Ill. Reg. 2890

10) Has JCAR issued a Statement of Objections to these rules? No

11) Difference(s) between proposal and final version:

a) In Section 2018.30, line 62, change "which protects an individual's total asset" to "equal to the amount of assets the individual wishes to protect. For individuals who wrote to protect assets equal to or in excess of the cost of four years of long-term care services, a certified long-term care partnership policy with a special feature herein referred to as Total Asset Protection may be purchased".

b) Section 2018.70, line 616, following "e)" add "f) In order to distinguish policies that provides that provide for total asset protection for the individual policyholder, the following statement shall be included on the cover of each individual policy, as well as in the outline of coverage: At the date of purchase, this policy provides coverage which is equal to, or greater than, the average cost of four years of long-term care services in a nursing facility".

12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreement letter issued by JCAR? Yes

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13) Will this rulemaking replace an emergency rule currently in effect? No

14) Are there any amendments pending on this Part? No

15) Summary and Purpose of Rulemaking: The Department is amending this Part to incorporate recent statutory changes found in P.A. 89-525, effective July 19, 1996. The definition of "Asset Protection" found in Section 2018.30 is being amended to allow an individual who purchased and has received all of the qualifying insurance benefits under that long-term care partnership policy to receive total asset protection in an amount equal to the average cost of four years of long-term care services.

16) Information and questions regarding these adopted amendments shall be directed to:

Chuck Budinger
 Department of Insurance
 320 West Washington
 Springfield, IL 62767-0001
 217-782-4572

The full text of the Adopted Amendment begins on the next page:

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TITLE 50: INSURANCE
CHAPTER 1: DEPARTMENT OF INSURANCE
SUBCHAPTER 2: ACCIDENT AND HEALTH INSURANCE

PART 2018
LONG-TERM CARE PARTNERSHIP INSURANCE

Section	Purpose
2018.10	Applicability and Scope
2018.20	Definitions
2018.30	Policy Definitions
2018.40	Policy Practices and Provisions
2018.50	Unintentional Lapse
2018.60	Required Disclosure Provisions
2018.70	Standards for Marketing
2018.80	Minimum Benefit Standards for Qualifying Policies and Certificates
2018.90	Right to Appeal
2018.100	Required Policy and Certificate Provisions
2018.110	Reporting Requirements
2018.120	Maintaining Auditing Information
2018.130	Reporting on Asset Protection
2018.140	Preparing a Service Summary
2018.150	Plan of Action
2018.160	Auditing and Correcting Deficiencies in Insurer Recordkeeping
2018.170	Loss Ratio
2018.180	Appropriateness of Recommended Purchase
2018.190	Prohibition Against Pre-Existing Conditions and Probationary Periods
2018.200	in Replacement Policies or Certificates
2018.210	Standard Format Outline of Coverage Requirements
2018.220	Requirement to Deliver Shopper's Guide
2018.230	Penalties
EXHIBIT A	Class of Insurance - Accident/Health
EXHIBIT B	Standard Format - Outline of Coverage
EXHIBIT C	Disclosure Statements
EXHIBIT D	Long-Term Care Partnership Insurance Suitability Letter

AUTHORITY: Implementing the Partnership for Long-Term Care Act and authorized by Section 45 of that Act [320 ILCS 35].

SOURCE: Adopted at 18 Ill. Reg 12746, effective August 9, 1994; amended at 19 Ill. Reg. 14809, effective October 6, 1995; amended at 21 Ill. Reg. 14229, effective 06/21/1997.

Section 2018.30 Definitions

Accelerated Life Product means a life insurance policy or contract

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which contains benefits providing for the acceleration of life or endowment or annuity benefits in advance of the time they would otherwise be payable as an indemnity for long-term care which is certified or ordered by a physician.

Applicant means, in the case of an individual long-term care partnership policy, the person who seeks to contract for benefits; in the case of a group long-term care insurance policy, the proposed certificateholder.

~~Asset---Disregard---when---determining---eligibility---for---the---Medicaid program---means---the---total---equity---value---of---personal---property---assets---and---resources---not---exempt---under---Medicaid---regulations---equal---to---the---sum of---qualifying---insurance---benefit---payments---made---on---behalf---of---the qualified---insured---for---Medicaid---eligible---long-term-care-services.~~

Asset Protection means the right extended to persons purchasing long-term care partnership policies to retain amounts of assets equal to the sum of qualifying insurance payments made on their behalf in determining eligibility for the Medicaid program. An individual may purchase a certified long-term care partnership insurance policy equal to the amount of assets the individual wishes to protect. For individuals who wish to protect assets equal to or in excess of the cost of four years of long-term care services, a certified long-term care partnership policy with a special feature herein referred to as Total Asset Protection may be purchased. To be eligible for total asset protection, an amount equal to the average cost of four years of long-term care services in a nursing facility must be purchased. Although a resource has been protected by the long-term care partnership insurance policy, income is to be applied to the cost of care when the insured becomes Medicaid eligible. This protection is extended to the insured during his/her lifetime.

Average Daily Private Pay Rate means the statewide average daily rate charged by nursing facilities for persons not qualifying for federal or State reimbursement, established annually by the Illinois Department of Public Health on a calendar year basis.

Case Management means the assessment of need for services, the development and/or revision of a plan of care to meet these needs, implementation and management of the Plan of Care, and monitoring of services delivered pursuant to the Plan of Care.

Case Management Agency means an agency or other entity designated and approved by the Department on Aging and/or the Department of Rehabilitation Services to serve as a Case Coordination Unit (CCU) (89 Ill. Adm. Code 240.260 and 716.200), and which meets criteria established by the insurer. If an agency or entity is not selected by

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insurers to provide case management service, another CCU shall be selected. If two or more approved agencies offer case management services in the insured's area of residence, the insured may select any of the case management agencies.

Certificate means any certificate issued under a group long-term care partnership policy, which policy has been delivered or issued for delivery in this State.

Cognitive Impairment means confusion or disorientation resulting from a deterioration, limitation and/or loss of functional capacity that is not related to or a result of mental illness but which can result from Alzheimer's disease or related disorders. This impairment is established through use of the Determination Of Need. (Refer to 89 Ill. Adm. Code 240.715 and 685.500.)

Department on Aging (hereafter DoA) means the Illinois Department on Aging.

Department of Insurance (hereafter DOI) means the Illinois Department of Insurance.

Department of Public Aid (hereafter DPA) means the Illinois Department of Public Aid.

Department of Public Health (hereafter DPH) means the Illinois Department of Public Health.

Department of Rehabilitation Services (hereafter DORS) means the Illinois Department of Rehabilitation Services.

Director means the Director of Insurance.

Eligible Population means persons over the age of 18 years shall be eligible to purchase long-term care partnership policies. Individual insurance carriers may direct policies to all, or a selected subset of this population.

Estate Recovery means that the State of Illinois will have the right to recover from the insured's estate the equivalent dollar amount of Medicaid costs incurred by the State on the insured's behalf after the long-term care partnership policy benefits were exhausted.

Group Long-Term Care Partnership Policy means a long-term care partnership policy which is delivered or issued for delivery in this State to one of the following:

One or more employers or labor organizations, or a trust or the

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trustee(s) of a fund established by one or more employers or labor organizations, or a combination thereof, for employees or former employees or a combination thereof, or for members or former members, or a combination thereof, of the labor organizations;

Any professional, trade or occupational association for its members or former or retired members, or combination thereof, if such association:

is composed of individuals all of whom are or were actively engaged in the same profession, trade or occupation; and

has been maintained in good faith for purposes other than obtaining insurance; or

An association or a trust or the trustee(s) of a fund established, created or maintained for the benefit of members of one or more associations. Prior to advertising, marketing or offering such policy within this State, the association or associations shall file evidence with the Director that the association or associations have at the outset a minimum of 100 members and have been organized and maintained in good faith for purposes other than that of obtaining insurance; have been in active existence for at least one year; and have a constitution and by-laws which provide that:

the association or associations hold regular meetings not less than annually to further the purposes of the members; and

except for credit unions, the association or associations collect dues or solicit contributions from members; and

the members have voting privileges and representation on the governing board and committees.

Thirty days from receipt by the DOI of such filing, the association or associations will be deemed to satisfy such organizational requirements, unless the Director makes a finding that the association or associations do not satisfy those organizational requirements of this Section.

A group other than those described above shall otherwise be subject to a finding by the Director that:

The issuance of the group policy is not contrary to the best interest of the public;

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The issuance of the group policy would result in economies of acquisition or administration; **and**

The benefits are reasonable in relation to the premiums charged;

The standards to be used by the Director for determining whether a group is eligible shall include, but not be limited to: the policy shall not contain broad or misleading exclusions; premiums for group policies are less than premiums for individual policies; and the loss ratio complies with Illinois requirements.

Health Care Practitioner means:

A chiropractor licensed under the Medical Practice Act of 1987 [225 ILCS 60] to treat human ailments without the use of drugs and without operative surgery.

A dentist licensed under the Illinois Dental Practice Act [225 ILCS 25].

A nurse licensed under the Illinois Nursing Act of 1987 [225 ILCS 65].

An occupational therapist licensed under the Illinois Occupational Therapy Practice Act [225 ILCS 75].

An optometrist licensed under the Illinois Optometric Practice Act of 1987 [225 ILCS 80].

A pharmacist licensed under the Pharmacy Practice Act of 1987 [225 ILCS 85].

A physical therapist licensed under the Illinois Physical Therapy Act [225 ILCS 90].

A physician licensed under the Medical Practice Act of 1987 [225 ILCS 60] to practice medicine in all of its branches.

A podiatrist licensed under the Podiatric Medical Practice Act of 1987 [225 ILCS 100].

A psychologist licensed under the Clinical Psychologist Licensing Act [225 ILCS 15].

A social worker licensed under the Clinical Social Work and Social Work Practice Act [225 ILCS 20].

A speech-language pathologist and/or audiologist licensed under

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the Illinois Speech-Language Pathology and Audiology Practice Act [225 ILCS 110].

Other Health Care Practitioners licensed by the Illinois Department of Professional Regulation.

A supplier of health care services not described herein, including but not limited to a physician assistant, nurse's aide, or supplier of durable medical equipment.

Insured Event means, for the purposes of determining eligibility for benefits under a qualified policy or certificate and for determining whether these benefits result in an asset disregard for a qualified insured, the insured shall score fifteen or more points on Part A of the Determination of Need (DON), at least ten of which may be earned on the Mini-Mental State Exam (MMSE). (Refer to 89 Ill. Adm. Code 240.715 and 685.500.)

Insurer means an insurance company, fraternal benefit society, nonprofit health, hospital, or medical service organization, prepaid health plan, health maintenance organization or any similar organization which has delivered or issued for delivery in this State a long-term care partnership policy or certificate.

Long-Term Care Partnership Insurance Policy means any long-term care insurance policy approved as a partnership policy by the Director and issued for delivery to any resident of this State which is designed to provide, within the terms and conditions of the policy, contract or certificate, benefits on an expense-incurred or prepaid basis for necessary care as a result of limited functional capacity in a setting other than an acute care hospital, for at least one (1) year from the date of claim after a considerable elimination period.

Medicaid Eligible Long-Term Care Services include the following:

Long-term care services available under Illinois' State **state** Medicaid plan.

Long-term care services covered under the Medicaid home and community based services waivers for the aged and the disabled and persons with HIV/AIDS.

Other alternate services which are deemed by DPA as essential to prevent institutionalization and offered by licensed or approved providers.

Medicaid Waiver means the home and community based service waivers for the aged and disabled approved by the United States Department of

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Health and Human Services Health Care Financing Administration under the provisions of Section 1915(c) of the Social Security Act, which allows Illinois to provide certain community and in-home services not covered in the State ~~state~~ Medicaid plan that are instrumental in the avoidance or delay of institutionalization. These services include:

Personal Assistant (PA);

Adult Day Care;

Homemaker;

Maintenance Home Health;

Electronic Home Response Services (EHRS);

Assistive Equipment;

Remodeling;

Respite;

Other home and community based services designed to prevent institutionalization.

Minimum Daily Benefit means the minimum purchase to be offered must be in an amount equivalent to 75% of the average daily private pay rate at the time the policy or certificate is issued.

Policyholder or Certificateholder means a policyholder or certificateholder of a long-term care partnership policy or certificate.

Pre-admission Screening means the program which requires that each person seeking admission to a nursing facility be screened and approved for admission by DoA or DORS or be ineligible for Medicaid reimbursement for a period of 60 days after admission. (Refer to 89 Ill. Adm. Code 240.1010 and 690.100.)

Producer means an insurance producer licensed by DOI who solicits, negotiates, effects, procures, renews, continues or binds policies of insurance covering property or risks in this State.

(Source: Amended at 21 Ill. Reg. 1422, effective _____)

Section 2018.40 Policy Definitions

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No insurance policy or certificate may be advertised, solicited, delivered or issued for delivery in this State as a long-term care partnership policy unless the policy or certificate contains definitions or terms which are not more restrictive than the requirements of this Section.

"Acute Condition" shall be defined as a condition that causes the individual to be medically unstable. Such individual requires frequent monitoring by medical professionals, such as physicians and registered nurses, in order to maintain his or her health status.

"Adult Day Care" shall be defined as the direct care and supervision of individuals in a community-based setting for the purpose of providing personal attention and promoting social, physical and emotional well-being in a structured setting. Specific components of adult day care service include the following:

Providing and/or arranging of transportation;

Development of a written individualized adult day care Plan of Care; provision of nursing services (e.g., evaluation of the client's needs, routine health monitoring and supervision/administration of medication(s));

Assistance as needed with activities of daily living (e.g., walking, eating, toileting and personal care);

A daily meal meeting one-third of the adult recommended daily dietary allowance with provision for a special diet as directed by the client's physician and supplementary snacks; and

An activity program which includes reality orientation (awareness of time, space, objects and persons), resocialization and stimulation (encourage interaction with others) and supportive counseling (active listening, attention to a client's specific needs and guidance to promote interaction with others).

"Assistive Equipment" shall be defined as tangible personal property with a useful life of at least one year, expressly designed and used for increasing independent functioning in specific tasks or activities of independent living in the home (e.g., bathing, meal preparation) that directly results in a demonstrated decrease in need for assistance from another individual in performing those tasks or activities (e.g., purchase of bath rails could decrease need for an individual to assist the client with bathing, or purchase of a microwave could reduce the need for an individual to cook for the client).

"Authorized Designee ~~designee~~" shall be defined as any person

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designated in writing to the insurance company by the policyholder or certificateholder of a qualified long-term care partnership policy or certificate for purposes of notification under Section 2018.60 of this Part.

"Chronically Ill Individual" - For all long-term care partnership policies that are marketed as "qualified" pursuant to the Internal Revenue Code of 1986 (26 USCS 7702B), "(t)he term 'chronically ill individual' means any individual who has been certified by a licensed health care practitioner as--

"i) being unable to perform (without substantial assistance from another individual) at least 2 activities of daily living for a period of at least 90 days due to a loss of functional capacity,

"ii) having a level of disability similar (as determined under regulations prescribed by the Secretary in consultation with the Secretary of Health and Human Services) 'to the level of disability described in clause (i) or'

"iii) requiring substantial supervision to protect such individual from threats to health and safety due to severe cognitive impairment.

"Such term shall not include any individual otherwise meeting the requirements of the preceding sentence unless within the preceding 12-month period a licensed health care practitioner has certified that such individual meets such requirements." (Quoted from 26 USCS 7702B)

"Electronic Home Response Services" (EHRS) shall be defined as services designed to provide a 24 hour per day emergency communication link to assistance outside the home for individuals so severely disabled that they are incapable of using conventional or modified communication devices such as the telephone, and who have no other persons available in the home should an emergency arise. EHRS provides a mode by which persons with disabilities who are left alone may signal an Electronic Home Response Center and obtain help. An Electronic Home Response Center is part of a network of emergency responders.

"Elimination Amount" shall be defined as benefits that begin after the insured has accrued qualified long-term care partnership coverage expenses equal to 30, 60, or 90 days of policy benefits.

"Home Health Services" shall be defined as services which may be purchased for individuals at home or other non-institutional residences according to a plan of treatment for illness or infirmity prescribed or recommended by a physician or other health care

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professional. Home Health Services include three basic subcategories of care:

nursing care including that provided by registered and licensed practical nurses who provide direct acute health care and who also supervise the services of home health aides;

therapy including the services of physical, occupational, and speech therapists; and

home health aide care which includes a wide range of personal convalescent and maintenance health care tasks performed by home health aides under the supervision of nurses.

"Homemaker Service" service shall be defined as non-medical support provided by trained and professionally supervised homemakers to maintain, strengthen and safeguard the functioning of individuals in their own homes in accordance with Section 2018.40 of this Part, the authorized Plan of Care. Specific components of homemaker service include the following:

Teaching and/or performing of meal planning and preparation; routine housekeeping skills/tasks (e.g., making and changing beds, dusting, washing dishes, vacuuming, cleaning and waxing floors, keeping the kitchen and bathroom clean and laundering the client's linens and clothing); shopping skills/tasks; and home maintenance and repairs;

Performing and/or assisting with essential shopping and/or errands may include handling the client's money (proper accounting to the client of money handled and provision of receipts are required) as required by the Plan of Care;

Assisting with self-administered medication which shall be limited to:

reminding the client to take his/her medications;

reading instructions for utilization;

uncapping medication containers; and

providing the proper liquid and utensil with which to take medications;

Assisting with following a written special diet plan and

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reinforcement of diet maintenance (can only be provided under the direction of a physician and as required by the Plan of Care);

Observing client's functioning and reporting to the appropriate supervisory personnel;

Performing and/or assisting with personal care tasks (e.g., shaving, hair shampooing and combing, bathing and sponge bath, shower bath or tub bath, dressing, brushing and cleaning teeth or dentures and preparation of appropriate supplies, transferring client, and assisting client with range of motion);

Escorting the client to medical facilities, errands, shopping and individual business as specified in the Plan of Care; and

Transportation may be included, to medical facilities, or essential errands/shopping or for essential client business with or in behalf of the client, as specified in the Plan of Care.

"Maintenance Home Health" shall be defined as medically-related services provided in the home in accordance with an ongoing plan of treatment prescribed by a physician. Maintenance Home Health will be provided for long-term, maintenance health care or when shift nursing is necessary. Specific components of maintenance home health are the following:

Nursing services;

Physical, respiratory, or speech therapy;

The medical/health care services provided by a home health aide.

"Medicare" shall be defined as a program authorized by "The Health Insurance for the Aged Act, Title XVIII of the Social Security Amendments of 1965", as then constituted or later amended (42 USC 1395 et seq.), including the "Medicare Catastrophic Coverage Act of 1988."

"Plan of Care" shall be defined as the specific type and frequency of all services required to maintain the individual in the community, the service providers, and the cost of services. The Plan of Care shall be specified in writing by a State designated case management agency.

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"Personal Care" shall be defined as the provision of hands-on services to assist an individual with activities of daily living, such as bathing, eating, dressing, transferring and toileting.

"Personal Assistant (PA) Services" shall be defined as those services performed under the supervision of the client or other person who has agreed to provide such supervision. The PA may:

perform, or assist the client with, household tasks and personal care;

perform incidental health care tasks which do not require independent judgement, with permission of the client's physician, client or family; and/or

perform minimal tasks, such as turning a client in bed during the night or getting the client a glass of water, but primarily involves being available to provide assistance in case of a life or health threatening emergency, such as evacuation in case of fire, moving the client to a safe location in case of tornado, or calling an ambulance if required by a medical emergency.

"Remodeling" shall be defined as modification of a home environment to enable insureds to be less dependent on direct assistance from others, to help compensate for their loss of agility, strength, mobility or sensation, and to increase their safety or mobility in the home.

"Respite Service" shall be defined as temporary care for insureds aimed at relieving stress for clients' families. Respite Service shall be provided for vacation, rest, errands, family crisis or emergency. Respite Service includes Personal Assistant (PA), Homemaker, Adult Day Care, and Maintenance Home Health (individual or agency) services, described in this Section. Respite Service includes a single type of care or a combination of services (e.g., Personal Assistant or Personal Assistant Homemaker, Personal Assistant and Adult Day Care, Maintenance Home Health and Personal Assistant) based on the client's need.

"Service Summary" shall be defined as a written summary prepared by an insurer for an individual policyholder which identifies the specific precertified policy, the total benefits paid for services rendered to date and the amount qualifying for asset protection.

(Source: Amended at 21 Ill. Reg. 14240, effective 1/1/88)

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Section 2018.50 Policy Practices and Provisions

- a) Limitations and Exclusions. No policy may be delivered or issued for delivery in this State as a long-term care partnership insurance policy if the policy limits or excludes coverage by type of illness, treatment, medical condition or accident, except as follows:
 - 1) Preexisting conditions or diseases;
 - 2) Mental or nervous disorders, other than Alzheimer's Disease or related disorders;
 - 3) Alcoholism and drug addiction;
 - 4) Illness, treatment or medical condition arising out of:
 - A) war or act of war (whether declared or undeclared);
 - B) conviction of a felony, riot or insurrection;
 - C) service in the armed forces or units auxiliary thereto;
 - D) suicide (sane or insane), attempted suicide or intentionally self-inflicted injury; or
 - E) aviation (this exclusion applies only to nonfare paying passengers);
 - 5) Treatment provided in a government facility (unless otherwise required by law), services for which benefits are available under Medicare or other governmental program (except Medicaid), any state or federal workers' compensation, employer's liability or occupational disease law, or any motor vehicle no-fault law, services provided by the spouse of a covered person and services for which no charge is normally made in the absence of insurance.
- b) Case Management. Assessment of need and the development/revision of the Plan of Care shall be provided without a reduction of policy benefits. Case management agencies shall be reimbursed by the State for the administration of the Determination of Need. The insurer shall reimburse the agencies for the development of the Plan of Care and any additional required policy-specific activities related to the determination of eligibility for benefits, as well as any subsequent revisions, as a result of changes in need. If the insured elects to have the case management agency perform service monitoring and Plan of Care implementation and management, the costs of these services shall be part of the policy benefit, reimbursed as a claim, and count towards asset disregard.
- c) Extension of Benefits. Termination of long-term care partnership insurance shall be without prejudice to any benefits payable for long-term care partnership services if such services began while the long-term care partnership policy was in force and continues without interruption after termination. Such extension of benefits beyond the period the long-term care partnership policy was in force may be limited to payment of the maximum benefits and may be subject to any policy waiting period and all other applicable provisions of the policy.
- d) Continuation or Conversion.
 - 1) Group long-term care partnership policies issued in this State

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- shall provide covered individuals with a basis for continuation or conversion of coverage.
- A) A basis for continuation of coverage means a policy provision which maintains coverage under the existing group policy when such coverage would otherwise terminate and which is subject only to the continued timely payment of premium when due;
 - B) A basis for conversion of coverage means a policy provision that an individual whose coverage under the group policy would otherwise terminate or has been terminated for any reason, including discontinuance of the group policy in its entirety or with respect to an insured class, and who has been continuously insured under the group policy (and any group policy which it replaced), for at least 6 months immediately prior to termination, shall be entitled to the issuance of a converted policy by the insurer under whose group policy the individual is covered, without evidence of insurability.
- 2) Converted policy means an individual long-term care partnership policy providing benefits identical to or substantially equivalent to or in excess of those provided under the group policy from which conversion is made.
 - 3) Written application for the converted policy shall be made and the first premium due, if any, shall be paid as directed by the insurer not later than 31 days after termination of coverage under the group policy. The converted policy shall be issued effective on the day following the termination of coverage under the group policy and shall be guaranteed renewable.
 - 4) Unless the group policy from which conversion is made replaced previous group coverage, the premium for the converted policy shall be calculated on the basis of the insured's age at inception of coverage under the group policy from which conversion is made. Where the group policy from which conversion is made replaced previous group coverage, the premium for the converted policy shall be calculated on the basis of the insured's age at inception of coverage under the group policy replaced.
 - 5) Continuation of coverage or issuance of a converted policy shall be mandatory, except where:
 - A) Termination of group coverage resulted from an individual's failure to make any required payment of premium or contribution when due; or
 - B) The terminating coverage is replaced not later than ~~31~~ thirty-one days after termination, by group coverage effective on the day following the termination of coverage:
 - i) Providing benefits identical to or benefits equivalent in design and actuarially equivalent in value in excess of those provided by the terminating coverage;

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- and
- ii) The premium for which is calculated in a manner consistent with the requirements of subsection (d)(4) of this Section.
- 6) Notwithstanding any other provision of this subsection, any insured individual whose eligibility for group long-term care partnership coverage is based upon his or her relationship to another person shall be entitled to continuation of coverage under the group policy upon termination of the qualifying relationship by death or dissolution of marriage.
- e) Discontinuance and Replacement.
- If a group long-term care partnership policy is replaced by another group long-term care partnership policy issued to the same policyholder, the succeeding insurer shall offer coverage to all persons covered under the previous group policy on its date of termination. Coverage provided or offered to individuals by the insurer and premiums charged to persons under the new group policy:
- 1) Shall not result in any exclusion for preexisting conditions that would have been covered under the group policy being replaced; and
 - 2) Shall not vary or otherwise depend on the individual's health or disability status, claim experience or use of long-term care services.

f) Termination of Long-Term Care Partnership Insurance Policy Program Participation.

Insurers shall make available to the insureds the opportunity to purchase any traditional long-term care policy offered by the insurer which has benefits comparable to the benefits provided by a certified long-term care insurance policy. The insurer shall make these policies available without requiring evidence of insurability in the event of the termination of the program.

gf) The premiums charged to an insured for long-term care insurance shall not increase due to either:

- 1) The increasing age of the insured; or
 - 2) The duration the insured has been covered under the policy.
- hg) No long-term care partnership policy shall:
- 1) Be cancelled, nonrenewed or otherwise terminated on grounds of the age or deterioration of the mental or physical health of the insured individual or certificateholder; or
 - 2) Contain a provision establishing a new waiting period in the event existing coverage is converted to, or replaced by, a new or other form within the same company, except with respect to an increase in benefits voluntarily selected by the insured individual or group certificateholder.

(Source: Amended at 21 Ill. Reg. 14222, effective _____)

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Section 2018.70 Required Disclosure Provisions

- a) Renewability. Individual long-term care partnership policies shall contain a renewability provision. Such provision shall be captioned as a Renewal, shall appear on the first page of the policy, and shall clearly state the duration, where limited, of renewability and the duration of the term of coverage for which the policy is issued and of which it may be renewed.
- b) Riders and Endorsements. Except for riders or endorsements by which the insurer effectuates a request made in writing by the insured under an individual long-term care partnership policy, all riders or endorsements added to an individual long-term care insurance policy after issuance or at reinstatement or renewal which reduce or eliminate benefits or coverage in the policy shall require signed acceptance by the individual insured. After issuance, any rider or endorsement which increases benefits or coverage with a concomitant increase in premium during the policy term shall be agreed to in writing and signed by the insured, with the exception of when the increased benefits or coverage are required by law. Where a separate additional premium is charged for benefits provided in connection with riders or endorsements, such premium charge shall be set forth in the policy, rider or endorsement.
- c) Pre-existing Conditions. If a long-term care partnership policy or certificate contains any limitations with respect to pre-existing conditions, such limitations shall appear as a separate paragraph of the policy or certificate and shall be labeled "Pre-existing Condition Limitations." Limitations to pre-existing conditions shall be in accordance with Section 351A-5 of the Illinois Insurance Code [215 ILCS 5/351A-5].
- d) Disclosure Requirements for Accelerated Life Products.
- 1) Policy Summary

At the time of policy delivery, a policy summary shall be delivered for an individual life insurance policy which provides long-term care partnership benefits within the policy or by rider. In the case of direct response solicitations, the insurer shall deliver the policy summary upon the applicant's request, but regardless of request shall make such delivery no later than at the time of policy delivery. In addition to complying with all applicable requirements, the summary shall also include:

 - A) an explanation of how the long-term care partnership benefit interacts with other components of the policy, including deductions from death benefits;
 - B) an illustration of the amount of benefits, the length of benefit, and the guaranteed lifetime benefits, if any, for each covered person;
 - C) any exclusions, reductions and limitations on long-term care partnership benefits; and
 - D) if applicable to the policy type, the summary shall also

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include:

- i) disclosure of the effects of exercising other rights under the policy;
- ii) disclosure of guarantees related to long-term care partnership benefit costs of insurance charges; and
- iii) current and projected maximum lifetime benefits.

2) Benefit Reports

Any time a long-term care partnership benefit funded through a life insurance vehicle by the acceleration of the death benefit is in benefit payment status, a monthly report shall be provided to the policyholder. Such report shall include:

- A) any long-term care partnership benefits paid during the month;
- B) an explanation of any changes in the policy, including changes in death benefits or cash values, due to long-term care partnership benefits being paid out; and
- C) the amount of long-term care partnership benefits existing or remaining.

3) Outline of Coverage

The Outline of Coverage should include an example filled out in John Doe form which illustrates how the long-term care partnership policy benefits are calculated. Refer to Section 2012.110 and Exhibit B for format and content requirements.

- e) An applicant and/or policyholder shall be given a copy of an explanation of the Right to Appeal found in Section 2018.100 of this Part, during the initial visit with an insurance producer, or upon request.

- f) In order to distinguish policies that provide for total asset protection for the individual policyholder, the following statement shall be included on the cover of each individual policy, as well as in the outline of coverage:

At the date of purchase this policy provides coverage which is equal to, or greater than, the average cost of four years of long term care services in a nursing facility.

(Source: Amended at 21 Ill. Reg. 14283, effective 11/2/2011)

Section 2018.90 Minimum Benefit Standards for Qualifying Policies and Certificates

No long-term care partnership policy or certificate shall be advertised, solicited, or issued for delivery in this State as a long-term care partnership policy or certificate which does not meet the minimum benefit standards of this Section, and which has not been approved by the Director. These minimum standards do not preclude the inclusion of other provisions or benefits which are not inconsistent with these standards. These standards are in addition to all other requirements of this Part. In order to participate in the Illinois

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Long-term care partnership program, a policy or certificate shall meet the following:

- a) Contain a minimum daily benefit amount as defined in Section 2018.30.7
- b) Provide that benefits be available in dollars, and not in days of care;
- c) When an individual purchases a certified long-term care partnership insurance policy, the issuer must notify the purchaser of the benefits of purchasing inflation protection for the long-term care partnership insurance policy. ~~Include a provision for inflation protection which satisfies the following criteria:~~

- 1) ~~Inflation protection benefit--increases--shall--continue--without regard to an insured's age, claim status or claim history, or the length of time--the person has been insured under the long-term care partnership policy or certificate.~~

- 2) ~~The long-term care partnership policy or certificate provides for automatic increases in the per diem dollar level--at--least--five percent--(5%) compounded annually over the previous year for each year that the contract is in force and the insurer--shall--notify the policyholder or certificateholder--when--the increases are automatically effective.~~

- 3) ~~Any premium--increases--shall--be--based--on--the--age--of--the policyholder--or certificateholder at the time of issuance of the policy or certificate.~~

- 4) ~~The provisions of this subsection and Section 2018.80(b)(4)--are not--required--for--life--insurance policies or riders containing accelerated life benefits.~~

- d) ~~Provide that the unused maximum benefit amount of the long-term care partnership policy or certificate increase proportionately with the inflation protection requirements of subsection (c) above.~~

- de) Provide the following upon the initial effective date:

- 1) A daily nursing facility benefit of at least ~~seventy-five percent~~ ~~75%~~ of the average daily private pay rate in nursing facilities rounded to the next highest ~~five-dollar--\$5~~ ~~five-dollar--\$5~~ increment.

- 2) A home and community based benefit of at least ~~fifty-percent--50%~~ ~~50%~~ of the monthly nursing facility benefit contained in the long-term care partnership policy or certificate. The monthly home and community based benefit shall not exceed the monthly nursing facility benefit.

- ef) No policy or certificate shall pay benefits in excess of the actual charges.

- fg) Payment for nursing facility services and home care is the lesser of the contracted insurance benefit or the actual charge.

- gh) Provide an explanation of Asset Protection as defined in Section 2018.30.

- hi) Provide an explanation of Estate Recovery as defined in Section 2018.30.

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(Source: Amended at 21 Ill. Reg. _____, effective _____)

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Section 2018. EXHIBIT C Disclosure Statements

Things You Should Know Before You Buy
Long-Term Care Partnership Insurance

- Long-Term Care Partnership Insurance
- A long-term care partnership insurance policy may pay most of the costs for your care in a nursing home. Many policies also pay for at home or other community settings. Since policies can vary in coverage, you should read this policy and make sure you understand what it covers before you buy it.
 - You should not buy this long-term care partnership insurance policy unless you can afford to pay the premiums every year. Remember that the company can increase premiums in the future. For single premium policies, delete this language: for noncancellable policies, delete the second sentence only.
 - The personal worksheet includes questions designed to help you and the company determine whether this policy is suitable for your needs.
 - Medicare does not pay for most long-term care.
 - Medicaid will generally pay for long-term care if you have very little income and few assets. You probably should not buy this policy if you are now eligible for Medicaid.
 - Many people become eligible for Medicaid after they have used up their own financial resources by paying for long-term care services.
 - When Medicaid pays your spouse's nursing home bills, you are allowed to keep your house and furniture, a living allowance, and some of your joint assets.
 - Your choice of long-term care services may be limited if you are receiving Medicaid. To learn more about Medicaid, contact your local or State Medicaid agency.
 - Make sure the insurance company or agent gives you a copy of a book called the National Association of Insurance Commissioners' "Shopper's Guide to Long-Term Care Insurance." Read it carefully. If you have decided to apply for long-term care insurance, you have the right to return the policy within 30 days and get back any premium you have paid if you are dissatisfied for any reason or

Shopper's Guide

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choose not to purchase the policy.

Counseling - Free counseling and additional information about long-term care insurance are available through your State insurance counseling program. Contact the Illinois Department of Insurance or Department on Aging for more information about the senior health insurance counseling program in Illinois.

(Source: Added at 21 Ill. Reg. 14.03, effective 10/1/84)

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Section 2018. EXHIBIT D Long-Term Care Partnership Insurance Suitability Letter

Dear [Applicant]:

Your recent application for long-term care insurance included a "personal worksheet," which asked questions about your finances and your reasons for buying long-term care insurance. For your protection, Illinois law requires us to consider this information when we review your application, to avoid selling a policy to those who may not need coverage.

[Your answers indicate that long-term care insurance may not meet your financial needs. We suggest that you review the information provided along with your application, including the booklet "Shopper's Guide to Long-Term Care Insurance" and the page titled "Things You Should Know Before Buying Long-Term Care Insurance." The Illinois Department of Insurance also has information about long-term care insurance and may be able to refer you to a counselor free of charge who can help you decide whether to buy this policy.]

[You chose not to provide any financial information for us to review.]

Drafting Note: Choose the paragraph that applies.

We have suspended our final review of your application. If, after careful consideration, you still believe this policy is what you want, check the appropriate box below and return this letter to us within the next 60 days. We will then continue reviewing your application and issue a policy if you meet our medical standards.

If we do not hear from you within the next 60 days, we will close your file and not issue you a policy. You should understand that you will not have any coverage until we hear back from you, approve your application and issue you a policy.

Please check one box and return in the enclosed envelope.

Yes, [although my worksheet indicates that long-term care insurance may not be a suitable purchase,] I wish to purchase this coverage. Please resume review of my application. Delete the phrase in brackets if the applicant did not answer the questions about income.

No. I have decided not to buy a policy at this time.

APPLICANT'S SIGNATURE

DATE

Please return to [issuer] at [address] by [date].

(Source: Added at 21 Ill. Reg. 14.03, effective

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NOTICE OF ADOPTED AMENDMENTS(S)

1) Heading of the Part: Illinois Professional Land Surveyor Act of 1989

2) Code Citation: 68 Ill. Adm. Code 1270

3) Section Numbers: Adopted Action:
 1270.5 Amendment
 1270.10 Amendment
 1270.30 Amendment
 1270.45 Amendment

4) Statutory Authority: Illinois Professional Land Surveyor Act of 1989
 [225 ILCS 330]

5) Effective Date of Amendments: October 15, 1997

6) Does this rulemaking contain an automatic repeal date? No

7) Do these Amendments contain incorporations by reference? No

8) Date Filed in Agency's Principal Office: October 15, 1997

9) Date Notice of Proposal Published in Illinois Register: May 16, 1997,
 at 21 Ill. Reg. 6017

10) Has JCAR issued a Statement of Objections to these Rules? No

11) Difference(s) between proposal and final version: The rules as originally proposed were patterned after Architect, Structural Engineer and Professional Engineer rules covering the Design Firm Registration. In reviewing the proposed rules, it was ascertained that they were not consistent with the Land Surveying Act. Therefore the Department has changed "Professional Design Firm" to "Professional Land Surveying Firm" and made other changes based on statutory language. Style, organization, grammar and spelling changes requested by JCAR also were made.

12) Have all the changes agreed upon by the Agency and JCAR been made as indicated in the agreement letter issued by JCAR? Yes

13) Will these Amendments replace Emergency Amendments currently in effect? No

14) Are there any Amendments pending on this Part? No

15) Summary and Purpose of Amendments: Section 10 of the Act authorizes the Department to require a foreign-educated applicant to have his/her education credentials evaluated by a nationally recognized educational body. These adopted rules implement this provision. Also these rules provide for the registration of professional land surveying firms and sole proprietorships who operate under an assumed name.

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16) Information and questions regarding these Adopted Amendments shall be directed to:

Department of Professional Regulation
Attention: Jean Courtney
320 West Washington, 3rd Floor
Springfield, Illinois 62786
217/785-0813 Fax: 217/782-7645

The full text of the Adopted Amendments begins on the next page:

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TITLE 68: PROFESSIONS AND OCCUPATIONS
CHAPTER VII: DEPARTMENT OF PROFESSIONAL REGULATION
SUBCHAPTER b: PROFESSIONS AND OCCUPATIONS

PART 1270

ILLINOIS PROFESSIONAL LAND SURVEYOR ACT OF 1989

Section

1270.5 Application for Licensure as a Professional Land Surveyor-in-Training by Examination
1270.10 Application for Licensure as a Professional Land Surveyor by Examination
1270.13 Experience
1270.15 Definition of Related Science
1270.20 Examinations
1270.30 Endorsement
1270.35 Inactive Status
1270.40 Restoration
1270.45 Professional Land Surveying Firm Corporations-and-Partnerships
1270.50 Renewals
1270.55 Land Surveyor Complaint Committee
1270.60 Granting Variances
APPENDIX A Rules for the Perpetuation of Monuments Under the Land Survey Monuments Act

AUTHORITY: Implementing the Illinois Professional Land Surveyor Act of 1989 [225 ILCS 330] and authorized by Section 60(7) of the Civil Administrative Code of Illinois [20 ILCS 2105/60(7)].

SOURCE: Rules and Regulations Promulgated for the Administration of the Illinois Land Surveyors Act, effective April 27, 1967; 2 Ill. Reg. No. 50, page 64, effective December 11, 1978; codified and amended at 5 Ill. Reg. 11039; 5 Ill. Reg. 14171, effective December 3, 1981; emergency amendment at 6 Ill. Reg. 916, effective January 6, 1982, for a maximum of 150 days; amended at 6 Ill. Reg. 7448, effective June 15, 1982; emergency amendment at 8 Ill. Reg. 5365, effective April 12, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 15485, effective August 10, 1984; amended at 11 Ill. Reg. 1615, effective January 6, 1987; amended at 11 Ill. Reg. 4763, effective March 10, 1987; recodified from Chapter I, 68 Ill. Adm. Code 270 (Department of Registration and Education) to Chapter VII, 68 Ill. Adm. Code 1270 (Department of Professional Regulation) pursuant to P.A. 85-225, effective January 1, 1988, at 12 Ill. Reg. 2950; amended at 15 Ill. Reg. 5258, effective April 2, 1991; amended at 16 Ill. Reg. 15548, effective September 28, 1992; amended at 18 Ill. Reg. 5900, effective April 5, 1994; amended at 18 Ill. Reg. 14730, effective September 19, 1994; amended at 19 Ill. Reg. 16071, effective November 17, 1995; amended at 20 Ill. Reg. 5852, effective April 3, 1996; amended at 21 Ill. Reg.

~~14252~~, effective

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Section 1270.5 Application for Licensure as a Professional Land Surveyor-in-Training by Examination

a) An applicant for licensure as a Professional Land Surveyor-in-Training under the Illinois Professional Land Surveyor Act of 1989 (the Act) [225 ILCS 330] shall file an application, on forms supplied by the Department of Professional Regulation (the Department), by November 15 for the spring examination and May 15 for the fall examination. The application shall include the following:

1) Certification of education completed by the educational institution attended and/or experience verified by the employer of one of the following:

A) A baccalaureate degree in land surveying from an accredited college or university;

B) A baccalaureate degree from an accredited college or university in a related science, as defined in Section 1270.15, including 24 semester hours of land surveying courses;

C) A baccalaureate degree in a related science, as defined in Section 1270.15, from an accredited college or university, and 2 years of approved land surveying experience as set forth in Section 1270.13. Maximum allowable experience under Section 1270.13(d)(2) shall be 8 months;

D) An associate degree in land surveying technology from an accredited junior college and 3 years of approved land surveying experience as set forth in Section 1270.13. Maximum allowable experience under Section 1270.13(d)(2) shall be 12 months;

E) An associate degree in engineering technology from an accredited junior college and 4 years of approved land surveying experience as set forth in Section 1270.13. Maximum allowable experience under Section 1270.13(d)(2) shall be 16 months;

F) An associate degree in related science from an accredited junior college and 6 years of approved land surveying experience as set forth in Section 1270.13. Maximum allowable experience under Section 1270.13(d)(2) shall be 24 months; or

G) A high school diploma or GED and 8 years of approved land surveying experience as set forth in Section 1270.13. Maximum allowable experience under Section 1270.13(d)(2) shall be 32 months.

2) A complete work history indicating all employment since fulfillment of the educational requirements set forth in subsection (a)(1) above.

3) Certification, on forms provided by the Department, from the state or territory of the United States in which the applicant was originally licensed and the state in which the applicant

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predominantly practices and is currently licensed, if applicable, stating:

A) The time during which the applicant was licensed in that jurisdiction, including the date of the original issuance of the license;

B) A description of the examination in that jurisdiction; and

C) Whether the file on the applicant contains any record of disciplinary actions taken or pending.

4) The required fee specified in Section 21 of the Act.

5) Proof of passage of the Test of English as a Foreign Language (TOEFL) with a score of 550 and the Test of Spoken English (TSE) with a score of 50, for applicants who apply after January 1, 1997, who graduated from a land surveyor program outside the United States or its territories and whose first language is not English. In order to determine applicants whose first language is English, the applicant shall submit verification from the school that the land surveyor program from which the applicant graduated was taught in English.

6) Applicants who received their education in a foreign country shall have the education evaluated at their expense. Applicants shall obtain the forms from the National Council of Examiners for Engineers (NCEES), P.O. Box 1646, Clemson, South Carolina 29633-1686. The Board will review all transcripts and the evaluation submitted to the Department to determine if the education meets the requirements set forth in this Section and Section 1270.15.

b) *Beginning January 1, 1998, an applicant shall have a baccalaureate degree in land surveying from an accredited college or university, or a baccalaureate degree in a related science including at least 24 semester hours of land surveying courses from a Board approved curriculum of an accredited institution (Section 13 of the Act).*

(Source: Amended at 21 Ill. Reg. 14255, effective 1/1/98)

Section 1270.10 Application for Licensure as a Professional Land Surveyor by Examination

An applicant for licensure as a Professional Land Surveyor shall file an application, on forms supplied by the Department by November 15 for the spring examination and May 15 for the fall examination. The application shall include the following:

a) Educational and experience requirements.

1) Applicants filing after January 1, 1986:

A) Shall have met one of the educational and experience requirements set forth in Section 1270.5;

B) Shall have been issued a license as a Professional Land Surveyor-in-Training; and

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- c) Shall have completed at least 4 years of experience in land surveying approved in accordance with Section 1270.13(a), (b), (c) and (d)(1). Such experience shall be subsequent to passage of the Fundamentals of Land Surveying examination.
- 2) Applicants who have obtained 4 years of experience or more in the practice of land surveying prior to ~~PRIOR TO~~ January 1, 1982:
- A) Shall have met one of the educational and experience requirements set forth in Section 1270.5(a)(1); and
- B) Shall have completed at least 4 years of approved experience in land surveying as set forth in Section 1270.13(a), (b), (c) and (d)(1). Applicants shall be permitted to continue acquiring experience without being issued a Professional Land Surveyor-in-Training license.
- b) Certification, on forms provided by the Department, from the state or territory of the United States in which the applicant was originally licensed and the state in which the applicant predominantly practices and is currently licensed, if applicable, stating:
- 1) The time during which the applicant was licensed in that jurisdiction, including the date of the original issuance of the license;
- 2) A description of the examination in that jurisdiction; and
- 3) Whether the file on the applicant contains any record of disciplinary actions taken or pending.
- c) Verification of experience form, completed by the employer, indicating the required 4 years of approved experience in land surveying as set forth in Section 1270.13(a), (b), (c) and (d)(1).
- d) A complete work history indicating all employment since fulfillment of the educational requirements set forth in Section 1270.5.
- e) The required fee specified in Section 21 of the Act.
- f) Proof of passage of the Test of English as a Foreign Language (TOEFL) with a score of 550 and the Test of Spoken English (TSE) with a score of 50, for applicants who apply after January 1, 1997, who graduated from a land surveyor program outside the United States or its territories and whose first language is not English. In order to determine applicants whose first language is English, the applicant shall submit verification from the school that the land surveyor program from which the applicant graduated was taught in English.
- g) Applicants who received their education in a foreign country shall have the education evaluated at their expense. Applicants shall obtain the forms from the National Council of Examiners for Engineers (NCEES), P.O. Box 1646, Clemson, South Carolina 29633-1686. The Board will review all transcripts and the evaluation submitted to the Department to determine if the education meets the requirements set forth in this Section and Section 1270.15.

(Source: Amended at 21 Ill. Reg. 14253, effective 01/01/99)

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Section 1270.30 Endorsement

- a) An applicant who is licensed or registered to practice Land Surveying as a Professional Land Surveyor or a Professional Land Surveyor-in-Training under the laws of another state or territory of the United States who desires to become licensed by endorsement shall file an application with the Department together with:
- 1) Proof that the applicant has met the requirements substantially equivalent to those in force in this state for a licensed Professional Land Surveyor at the time of original or subsequent licensure by examination in the other state or territory, including certification of education, and verification of experience as appropriate;
- 2) A certification by the state or territory of original licensure and certification from the state or territory of predominant active practice, including the following:
- A) The time during which the applicant was licensed in that state or territory, including the date of the original issuance of the license;
- B) The basis of licensure and a description of all examinations by which the applicant was licensed in that state or territory and the date of passage of any such examinations; and
- C) Whether the records of the licensing authority contain any record of any disciplinary action taken or pending against the applicant;
- 3) A complete work history indicating all employment since fulfillment of educational requirements;
- 4) The required fee specified in Section 21 of the Act;
- 5) Applicants who received their education in a foreign country shall have the education evaluated at their expense. Applicants shall obtain the forms from the National Council of Examiners for Engineers (NCEES), P.O. Box 1646, Clemson, South Carolina 29633-1686. The Board will review all transcripts and the evaluation submitted to the Department to determine if the education meets the requirements set forth in this Section and Section 1270.15;
- 6) Proof of passage of the Test of English as a Foreign Language (TOEFL) with a score of 550 and the Test of Spoken English (TSE) with a score of 50, for applicants who apply after January 1, 1997, who graduated from a land surveyor program outside the United States or its territories and whose first language is not English. In order to determine applicants whose first language is not English, the applicant shall submit verification from the school that the land surveyor program from which the applicant graduated was taught in English.
- b) An applicant for licensure under this Section shall be required to appear before the Land Surveyor Examining Board (the "Board") for an

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- oral interview if the Department has questions about the applicant's application, because of discrepancies or conflicts in information, information needing further clarification and/or missing information.
- c) Applicants for licensure on the basis of endorsement shall successfully complete the Illinois Jurisdictional Examination as set forth in Section 1270.20.
- d) The Department shall examine each endorsement application to determine whether the requirements in the state or territory of original licensure were substantially equivalent to the requirements then in force in the State of Illinois. The Department shall either issue a license by endorsement to the applicant or notify the applicant in writing of the reason for the denial of such application.

(Source: Amended at 21 Ill. Reg. 14252, effective OCT 1 1997)

Section 1270.45 Professional Land Surveying Firm Corporations-and-Partnerships

- a) Persons who desire to practice land surveying in the State of Illinois in the form of a partnership, limited liability company, pursuant to Section 26-of-the-Act, or a corporation (if the form is a corporation and such corporation was not formed under the Professional Service Corporation Act [905 ILCS 10]), or sole proprietorship (if the sole proprietorship is conducting or transacting business under an assumed name in accordance with the Assumed Business Name Act [905 ILCS 405]), ~~1111--Rev--Stat--1989--Ch--32--Par--415-17-et-seq--7~~ pursuant to Section 25 of the Act, shall file an application with the Department on forms provided by the Department, together with the following:

- 1) For Corporations.
 - A) The name of the corporation and its registered address, the names of all members of the board of directors and officers, and the name of the state and license number for each director and officer who is licensed as a land surveyor. To qualify under Section 25 of the Act, a majority of the officers and a majority of the board of directors of the corporation shall be Illinois licensed land surveyors. 7-and
 - B) A copy of the Articles of Incorporation bearing the seal of the office, in the jurisdiction in which the corporation is organized, whose duty it is to register corporations under the laws of that jurisdiction. The purpose clause of the Articles of Incorporation shall designate that the purpose of the corporation is to provide land surveying services. If it is a foreign corporation, a copy of the certificate of authority to transact business in the State of Illinois issued by the Secretary of State is also required. A corporation shall remain active and in good standing with the Secretary of State in order to maintain a professional land surveying firm registration.

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- C) A certified copy of the resolution of the board of directors of the corporation designating an officer who is an Illinois licensed land surveyor as the managing agent in charge of the land surveying activities in Illinois. A majority of the officers--of-the-corporation--shall-be-illinois-licensed-land-surveyors-
- 2) For Partnerships.
- A) An application containing the name of the partnership and its business address and the names of all partners and their Illinois Land Surveyor license numbers. All partners shall be Illinois licensed land surveyors.
 - B) A certified copy of the resolution adopted by the general partners designating the general partner(s) who is an Illinois licensed land surveyor as the managing agent(s) in charge of the land surveying activities in this State. The Illinois license number of the land surveyor(s) designated as the managing agent(s) shall also be included in the resolution.
- 3) For Limited Liability Companies.
- A) An application containing the name of the limited liability company, the business address and the members of the company, the name of the state in which each is licensed as a land surveyor and the license number of each member. A majority of the members of the limited liability company shall be licensed land surveyors in Illinois.
 - B) A certified copy of the articles of organization or operating agreement designating a member of the company who is an Illinois licensed land surveyor as the managing agent in charge of the land surveying activities in this State.
- 4) For Sole Proprietorships. An application containing the name of the sole proprietorship and its business address and the name and license number of the land surveyor who owns and operates the business.
- 5) A list of all office locations at which the corporation, limited liability company, or partnership or sole proprietorship provides land surveying services. Any professional services corporation, sole proprietorship, or professional land surveying firm offering land surveying services must have a resident land surveyor overseeing the land surveying practices in each location in which land surveying services are provided. (Section 25 of the Act)
- 6) A list of all assumed names used by the corporation, limited liability company, partnership or sole proprietorship.
- 7) The fee required in Section 21 of the Act.
- b) Upon receipt of the above documents and review of the application, the Department shall issue a license authorizing the corporation, limited liability company, or partnership or sole proprietorship to engage in the practice of land surveying or notify the applicant in writing of the reason for the denial of the such application.

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c) Each corporation, limited liability company or partnership shall be responsible for notifying the Department in writing within 30 days of any changes in:

- 1) The membership of the board of directors, members of the limited liability company or the general partners; or
- 2) The licensure status of any of the general partners, members of the limited liability company or any of the licensed land surveyor members of the board of directors.

e) ~~The fee specified in Section 21-of-the-Act~~

d) Sole Proprietorships. Any sole proprietorship owned and operated by a land surveyor who has an active Illinois license is exempt from the registration requirement of a professional land surveying firm. However, if the sole proprietorship operates under an assumed name, the sole proprietorship shall file an application with the Department indicating all assumed names utilized. A sole proprietorship shall notify the Department of any assumed name changes.

e) In addition to the seal requirements in Section 15 of the Act, all documents or technical submissions prepared by the land surveying firm shall contain the land surveying firm registration number issued by the Department.

(Source: Amended Oct 15 1997 21 Ill. Reg. 14253, effective

DEPARTMENT OF STATE POLICE MERIT BOARD

NOTICE OF ADOPTED AMENDMENT

1) Heading of the Part: Procedures of the Department of State Police Merit Board

2) Code Citation: 80 Ill. Adm. Code 150

3) Section Numbers: Proposed Action:
150.210 Amendment

4) Statutory Authority: [20 ILCS 2610/9].

5) Effective date of rule(s): October 17, 1997

6) Does this rulemaking contain an automatic repeal date? No

7) Does this rule contain incorporations by reference? No

8) Date filed in agency's principal office: May 22, 1997

9) Date notice(s) of Proposal published in Illinois Register: June 6, 1997,
23 Ill. Reg. 6825

10) Has JCAR issued a Statement of Objections to this (these) rule(s)? Yes

11) Difference(s) between proposed and final version: All reference to requiring a Bachelor's Degree was eliminated. Format changes were made in accordance with the suggestions received from the Administrative Code Unit.

12) Have all the changes agreed upon by the agency and JCAR been made as indicated in the agreement letter issued by JCAR? Yes

13) Will this rule replace an emergency rule currently in effect? No

14) Are there any amendments pending on this Part? No

15) Summary and purpose of rule(s): This rule change will define the education requirement as an Associate in Arts or an Associate in Science Degree. This rule change will also include Accreditation Associations.

16) Information and questions regarding this adopted rule shall be directed to:

Name: James E. Seiber, Executive Director
Address: 3180 Adloff Lane, Suite 100, Springfield, IL
62703
Telephone: 217/786-6240

The full text of the Adopted Rule(s) begins on the next page:

DEPARTMENT OF STATE POLICE MERIT BOARD

NOTICE OF ADOPTED AMENDMENT

TITLE 80: PUBLIC OFFICIALS AND EMPLOYEES

SUBTITLE A: MERIT EMPLOYMENT SYSTEMS

CHAPTER IV: DEPARTMENT OF STATE POLICE MERIT BOARD

PART 150

PROCEDURES OF THE DEPARTMENT OF STATE POLICE MERIT BOARD

SUBPART A: DEFINITIONS

Section
150.10

Definitions

SUBPART B: CERTIFICATION FOR APPOINTMENT

Section
150.210
150.220
150.230
150.240

Qualifications
Selection Procedures
Recertification
Probationary Period

SUBPART C: CLASSIFICATION OF RANKS

Section
150.310
150.320

Ranks
Interdivisional Transfers

SUBPART D: CERTIFICATION FOR PROMOTION

Section
150.410
150.420
150.430
150.440

Board Responsibilities
Eligibility
Procedures
Promotion Probationary Period (Repealed)

SUBPART E: DISCIPLINARY ACTION

Section
150.510
150.520
150.530
150.540
150.550
150.560
150.565
150.570
150.575
150.580
150.585

Merit Board Jurisdiction
Discipline Afforded the Deputy Director
Notification to Suspended Officer
Petition for Review
Form and Content of Petition for Review
Filing Procedures
Procedure for Processing Petition for Review
Director's Review
Discipline Afforded the Director
Complaint Procedures
Scheduling the Hearing

DEPARTMENT OF STATE POLICE MERIT BOARD

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150.590 Notification to Officer

SUBPART F: HEARINGS

Section

150.610 Board Docket
150.620 Hearing Officer
150.630 Pre-hearing Conferences
150.640 Motions
150.650 Subpoenas
150.655 Request for Witnesses or Documents
150.660 Evidence Depositions
150.665 Hearing Procedures
150.670 Continuances and Extensions of Time
150.675 Computation of Time
150.680 Decisions of the Board
150.685 Service and Form of Papers

APPENDIX A

Vision Standards

APPENDIX B

Physical Fitness Standards

AUTHORITY: Implementing Sections 3 through 14 and authorized by Section 8 of the State Police Act [20 ILCS 2610/3 through 14].

SOURCE: Emergency rule adopted at 2 Ill. Reg. 10, p. 206, effective February 24, 1978, for a maximum of 150 days; emergency amendment at 2 Ill. Reg. 32, p. 37, effective July 27, 1978, for a maximum of 150 days; emergency amendments at 2 Ill. Reg. 51, p. 100, effective December 7, 1978, for a maximum of 150 days; adopted at 2 Ill. Reg. 52, p. 422, effective December 25, 1978; amended at 3 Ill. Reg. 47, p. 86, effective November 12, 1979; emergency amendment at 4 Ill. Reg. 6, p. 284, effective February 1, 1980, for a maximum of 150 days; amended at 5 Ill. Reg. 2739, effective March 2, 1981; amended at 6 Ill. Reg. 10954, effective August 31, 1982; codified at 7 Ill. Reg. 9900; amended at 7 Ill. Reg. 15018, effective November 2, 1983; emergency amendment at 8 Ill. Reg. 379, effective December 27, 1983, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 3038, effective February 23, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 7894, effective May 23, 1984; amended at 9 Ill. Reg. 3721, effective March 13, 1985; amended at 9 Ill. Reg. 14328, effective September 6, 1985; recodified from the Department of Law Enforcement Merit Board to the Department of State Police Merit Board pursuant to Executive Order 85-3, effective July 1, 1985, at 10 Ill. Reg. 3283; amended at 10 Ill. Reg. 17752, effective October 1, 1986; amended at 11 Ill. Reg. 7760, effective April 14, 1987; amended at 11 Ill. Reg. 18303, effective October 26, 1987; amended at 12 Ill. Reg. 1118, effective December 24, 1987; amended at 12 Ill. Reg. 10736, effective June 13, 1988; amended at 13 Ill. Reg. 5201, effective April 3, 1989; emergency amendment at 13 Ill. Reg. 16607, effective September 29, 1989, for a maximum of 150 days; amended at 13 Ill. Reg. 19592, effective December 1, 1989; amended at 14 Ill. Reg. 3679, effective February 23, 1990; amended at 15 Ill.

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Reg. 11007, effective July 15, 1991; amended at 16 Ill. Reg. 11835, effective July 13, 1992; emergency amendment at 16 Ill. Reg. 17372, effective October 29, 1992, for a maximum of 150 days; amended at 17 Ill. Reg. 9716, effective June 10, 1993; expedited correction at 17 Ill. Reg. 14684, effective June 10, 1993; amended at 17 Ill. Reg. 21079, effective November 22, 1993; amended at 19 Ill. Reg. 6679, effective May 1, 1995; amended at 19 Ill. Reg. 7970, effective June 1, 1995; amended at 20 Ill. Reg. 404, effective December 22, 1995; emergency amendment at 20 Ill. Reg. 8062, effective June 4, 1996, for a maximum of 150 days; amended at 20 Ill. Reg. 13663, effective October 3, 1996; amended at 20 Ill. Reg. 14640, effective October 25, 1996; amended at 21 Ill. Reg. 14262, effective OCT 17 1997.

SUBPART B: CERTIFICATION FOR APPOINTMENT

Section 150.210 Qualifications

- a) The Board shall certify to the Director in writing qualified applicants for appointment as sworn officers to the Department. Qualified applicants shall:

- 1) Be at least 21 twenty-one years of age. Persons 20 twenty years of age may be certified if they have successfully completed 2 years (60 semester hours, 90 quarter hours) of law enforcement studies at an accredited college or university.
 - 2) Have completed, with an average grade of C or better, an Associate in Arts or Associate in Science Degree or equivalent general education course work 60-semester-hours-90-quarter-hours or--any-combination-of-semester/quarter-hours-totating-2-years-of education from an accredited college or university, as certified by the registrar of the college or university. The college or university must be accredited by one of the following associations:
 - A) Middle States Association of Colleges and Schools;
 - B) North Central Association of Colleges and Schools;
 - C) New England Association of Schools and Colleges;
 - D) Northwest Association of Schools and Colleges;
 - E) Southern Association of Colleges and Schools;
 - F) Western Association of Schools and Colleges.
 - 3) Be a citizen of the United States with no felony convictions.
 - 4) Accept assignment anywhere in the State.
 - 5) Possess a valid driver's license at time of application.
 - 6) Successfully complete mental and physical and medical tests and a background investigation as prescribed by the Board. (See Section 150. Appendix A and B of this Part.)
- b) The Board may certify more applicants than there are vacant positions at the time of certification. Such certified applicants shall be eligible for appointment for a period of time designated by the Board. Effective in the year 2000, qualified applicants shall have completed, with a C average or better, a Bachelor's Degree from a college or

DEPARTMENT OF STATE POLICE MERIT BOARD

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university that has been accredited by one of the above listed accreditation associations.

(Source: Amended at 21 Ill. Reg. 14262, effective OCT 17 1997.)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

1) Heading of the Part: Pay Plan2) Code Citation: 80 Ill. Adm. Code 3103) Section Numbers: Proposed Action:

APPENDIX A, TABLE C	Repealed
APPENDIX A, TABLE H	Amended
APPENDIX A, TABLE I	Amended
APPENDIX A, TABLE J	Amended
APPENDIX A, TABLE N	Amended
APPENDIX A, TABLE O	Amended
APPENDIX A, TABLE R	Amended
APPENDIX A, TABLE W	Amended
APPENDIX A, TABLE X	Amended
APPENDIX A, TABLE Y	Amended
APPENDIX A, TABLE Z	Amended

4) Reference to the Specific State or Federal Court Order, Federal Rule or Statute Which Requires this Peremptory Rulemaking: Section 1-5(d) of the Illinois Administrative Procedure Act [5 ILCS 100/1-5(d)]5) Statutory Authority: 20 ILCS 415/8 and 8a.6) Effective Date: October 14, 19977) A Complete Description of the Subjects and Issues Involved: These amendments to the Pay Plan reflect the newly negotiated three-year Collective Bargaining Agreements for AFSCME, effective July 1, 1997 through June 30, 2000.

Effective July 1, 1997, the AFSCME collective bargaining full-time employees who are receiving the flat-rate pension formula will receive a one-time lump sum payment of \$565. The part-time employees will receive a prorated stipend. Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those employees on the flat-rate pension formula. Effective July 1998 and July 1999, the salary schedules shall receive a 3% across-the-board increase.

A new salary schedule for July 1999 shall be established for the Corrections maximum security institutions with this scheduling receiving a \$50 a month adjustment in addition to the general wage increase.

Section 310, Table C RC-069 (Firefighters, AFSCME) is being repealed since facilities or institutions will be discontinuing the State fire protection services covered by this agreement. The Facility Assistant Fire Chief, Facility Fire Safety Coordinator and Facility Firefighter will presently be covered by the RC-09 (Institutional Employees) AFSCME Agreement (Table I).

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

In Section 310, Table H RC-006 (Corrections Employees, AFSCME), the salary schedule will receive a 3% general increase, effective July 1, 1997. In addition to the 3% general increase for July 1, 1998, a \$50 increase applied prior to the general increase. Effective July 1, 1999, the salary schedules shall receive a 3% across-the-board increase.

In Section 310, Table I RC-009 (Institutional Employees, AFSCME), the abolished Attendant title is being deleted since this is obsolete. The salaries for the Cook I-II and Support Services Supervisor I-II titles are being upgraded one paygrade for July 1, 1997. The salary for the Locksmith title shall be upgraded to the grade as the Corrections Locksmith for July 1, 1998. A Maximum Security Institutions Schedule will not be included for RC-009 Bargaining Unit.

In Section 310, Table J RC-014 (Clerical Employees, AFSCME), the step 5 salary is being corrected for the Property and Supply Clerk II title. The Property and Supply Clerk III and Storekeeper III titles are being included in the new schedule for July 1997 as previously filed. The salaries for the Switchboard Operator I and II are being upgraded one paygrade for July 1, 1997. The salary for the Telecommunicator Call Taker title shall be upgraded one paygrade for July 1, 1999.

Section 310, Table N RC-010 (Professional Legal Unit, AFSCME) will not include a Maximum Security Institutions Schedule.

In Section 310, Table O RC-028 (Paraprofessional Human Services Employees, AFSCME), the salary for the Dental Assistant is being upgraded one paygrade for July 1, 1997.

8) Does this rulemaking contain an automatic repeal date? No9) Date Filed in Agency's Principal Office: October 14, 199710) This rule is in compliance with Section 5-50 of the Illinois Administrative Procedure Act. Yes11) Are there any proposed amendments pending to this Part? Yes

<u>Section Numbers</u>	<u>Proposed Action</u>	<u>Illinois Register Citation</u>
310.110	Amended	21 Ill. Reg. 9923 (August 1, 1997)
310.130	Amended	21 Ill. Reg. 9923 (August 1, 1997)
310.290	Amended	21 Ill. Reg. 9923 (August 1, 1997)
310.450	Amended	21 Ill. Reg. 9923 (August 1, 1997)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

310.530	Amended	21 Ill. Reg. 9923 (August 1, 1997)
310.540	Amended	21 Ill. Reg. 9923 (August 1, 1997)
310.Appendix B	Amended	21 Ill. Reg. 9923 (August 1, 1997)
310.Appendix C	Amended	21 Ill. Reg. 9923 (August 1, 1997)
310.Appendix D	Amended	21 Ill. Reg. 9923 (August 1, 1997)
310.Appendix G	Amended	21 Ill. Reg. 9923 (August 1, 1997)
310.Appendix G	Amended	21 Ill. Reg. 9923 (August 1, 1997)
310.Appendix D	Amended	21 Ill. Reg. 12803 (September 19, 1997)
310.Appendix G	Amended	21 Ill. Reg. 12803 (September 19, 1997)

12) Statement of Statewide Policy Objectives: These amendments to the Pay Plan pertain only to State employees subject to the Personnel Code and do not set out any guidelines that are to be followed by local or other jurisdictional bodies within the State.

13) Information and questions regarding this adopted amendment shall be directed to:

Name: Mr. Michael Murphy
Address: Department of Central Management Services
Division of Technical Services
504 William G. Stratton Building
Springfield, Illinois 62706
Telephone: 217/782-5601

The full text of the Peremptory amendment begins on the next page:

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

TITLE 80: PUBLIC OFFICIALS AND EMPLOYEES
SUBTITLE B: PERSONNEL RULES, PAY PLANS, AND
POSITION CLASSIFICATIONS

CHAPTER I: DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

PART 310
PAY PLAN

SUBPART A: NARRATIVE

Section	
310.20	Policy and Responsibilities
310.30	Jurisdiction
310.40	Pay Schedules
310.50	Definitions
310.60	Conversion of Base Salary to Pay Period Units
310.70	Conversion of Base Salary to Daily or Hourly Equivalents
310.80	Increases in Pay
310.90	Decreases in Pay
310.100	Other Pay Provisions
310.110	Implementation of Pay Plan Changes for Fiscal Year 1997
310.120	Interpretation and Application of Pay Plan
310.130	Effective Date
310.140	Reinstitution of Within Grade Salary Increases
310.150	Fiscal Year 1985 Pay Changes in Schedule of Salary Grades, Effective July 1, 1984 (Repealed)

SUBPART B: SCHEDULE OF RATES

Section	
310.205	Introduction
310.210	Prevailing Rate
310.220	Negotiated Rate
310.230	Part-time Daily or Hourly Special Services Rate
310.240	Hourly Rate
310.250	Member, Patient and Inmate Rate
310.260	Trainee Rate
310.270	Legislated and Contracted Rate
310.280	Designated Rate
310.290	Out-of-State or Foreign Service Rate
310.300	Educator Schedule for RC-063 and HR-010
310.310	Physician Specialist Rate
310.320	Annual Compensation Ranges for Executive Director and Assistant Executive Director, State Board of Elections
310.330	Excluded Classes Rate (Repealed)

SUBPART C: MERIT COMPENSATION SYSTEM

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Section	TABLE X	RC-063 (Professional Employees, AFSCME)
310.410	TABLE Y	RC-063 (Educators, AFSCME)
310.420	TABLE Z	RC-063 (Physicians, AFSCME)
310.430	APPENDIX B	Schedule of Salary Grades - Monthly Rates of Pay for Fiscal Year 1997
310.440	APPENDIX C	Medical Administrator Rates for Fiscal Year 1997
310.450	APPENDIX D	Merit Compensation System Salary Schedule for Fiscal Year 1997
310.455	APPENDIX E	Teaching Salary Schedule (Repealed)
310.456	APPENDIX F	Physician and Physician Specialist Salary Schedule (Repealed)
310.460	APPENDIX G	Broad-Band Pay Range Classes Salary Schedule
310.470		
310.480		
310.490		
310.495		
310.500		
310.510		
310.520		
310.530		
310.540		
310.550		

AUTHORITY: Implementing and authorized by Sections 8 and 8a of the Personnel Code [20 ILCS 415/8 and 8a].

SOURCE: Filed June 28, 1967; codified at 8 Ill. Reg. 1558; emergency amendment at 8 Ill. Reg. 1990, effective January 31, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 2440, effective February 15, 1984; emergency amendment at 8 Ill. Reg. 3348, effective March 5, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 4249, effective March 16, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 5704, effective April 16, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 7290, effective May 11, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 11299, effective June 25, 1984; emergency amendment at 8 Ill. Reg. 12616, effective July 1, 1984, for a maximum of 150 days; emergency amendment at 8 Ill. Reg. 15007, effective August 6, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 15367, effective August 13, 1984; emergency amendment at 8 Ill. Reg. 21310, effective October 10, 1984, for a maximum of 150 days; amended at 8 Ill. Reg. 21544, effective October 24, 1984; amended at 8 Ill. Reg. 22844, effective November 14, 1984; emergency amendment at 9 Ill. Reg. 1134, effective January 16, 1985, for a maximum of 150 days; amended at 9 Ill. Reg. 1320, effective January 23, 1985; amended at 9 Ill. Reg. 3681, effective March 12, 1985; emergency amendment at 9 Ill. Reg. 4163, effective March 15, 1985, for a maximum of 150 days; emergency amendment at 9 Ill. Reg. 9231, effective May 31, 1985, for a maximum of 150 days; amended at 9 Ill. Reg. 9420, effective June 7, 1985; amended at 9 Ill. Reg. 10663, effective July 1, 1985; emergency amendment at 9 Ill. Reg. 15043, effective September 24, 1985, for a maximum of 150 days; peremptory amendment at 10 Ill. Reg. 3325, effective January 22, 1986; amended at 10 Ill. Reg. 3230, effective January 24, 1986; emergency amendment at 10 Ill. Reg. 8904, effective May 13, 1986, for a maximum of 150 days; peremptory amendment at 10 Ill. Reg. 8928, effective May 13, 1986; emergency amendment at 10 Ill. Reg. 12090, effective June 30, 1986, for a maximum of 150 days; peremptory amendment at 10 Ill. Reg. 13675, effective July 31, 1986; peremptory amendment at 10 Ill. Reg. 14867, effective August 26, 1986; amended at 10 Ill. Reg. 15567, effective September 17, 1986; emergency amendment at 10 Ill. Reg. 17765, effective September 30, 1986, for a maximum of 150 days; peremptory amendment at 10 Ill. Reg. 19132, effective October 28, 1986; peremptory amendment at 10 Ill. Reg. 21097, effective December 9, 1986; amended at 11 Ill. Reg. 648, effective December 22, 1986; peremptory amendment at 11 Ill. Reg.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Section	TABLE A	Negotiated Rates of Pay
310.410	TABLE A	HR-190 (Department of Central Management Services - State of Illinois Building - SEIU)
310.420	TABLE AA	NR-916 (Department of Natural Resources, Teamsters)
310.430	TABLE B	HR-200 (Department of Labor - Chicago, Illinois - SEIU)
310.440	TABLE C	RC-069 (Firefighters, AFSCME)
310.450	TABLE D	HR-001 (Teamsters Local #726)
310.455	TABLE E	RC-020 (Teamsters Local #330)
310.460	TABLE F	RC-019 (Teamsters Local #25)
310.470	TABLE G	RC-045 (Automotive Mechanics, IFPE)
310.480	TABLE H	RC-006 (Corrections Employees, AFSCME)
310.490	TABLE I	RC-009 (Institutional Employees, AFSCME)
310.495	TABLE J	RC-014 (Clerical Employees, AFSCME)
310.500	TABLE K	RC-023 (Registered Nurses, INA)
310.510	TABLE L	RC-008 (Boilermakers)
310.520	TABLE M	RC-110 (Conservation Police Lodge)
310.530	TABLE N	RC-010 (Professional Legal Unit, AFSCME)
310.540	TABLE O	RC-028 (Paraprofessional Human Services Employees, AFSCME)
310.550	TABLE P	RC-029 (Paraprofessional Investigatory and Law Enforcement Employees, IFPE)
	TABLE Q	RC-033 (Meat Inspectors, IFPE)
	TABLE R	RC-042 (Residual Maintenance Workers, AFSCME)
	TABLE S	HR-012 (Fair Employment Practices Employees, SEIU)
	TABLE T	HR-010 (Teachers of Deaf, IFT)
	TABLE U	HR-010 (Teachers of Deaf, Extracurricular Paid Activities)
	TABLE V	CU-500 (Corrections, Meet and Confer Employees)
	TABLE W	RC-062 (Technical Employees, AFSCME)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

3363, effective February 3, 1987; peremptory amendment at 11 Ill. Reg. 4388, effective February 27, 1987; peremptory amendment at 11 Ill. Reg. 6291, effective March 23, 1987; amended at 11 Ill. Reg. 5901, effective March 24, 1987; emergency amendment at 11 Ill. Reg. 8787, effective April 15, 1987, for a maximum of 150 days; emergency amendment at 11 Ill. Reg. 11830, effective July 1, 1987, for a maximum of 150 days; peremptory amendment at 11 Ill. Reg. 13675, effective July 29, 1987; amended at 11 Ill. Reg. 14984, effective August 27, 1987; peremptory amendment at 11 Ill. Reg. 15273, effective September 1, 1987; peremptory amendment at 11 Ill. Reg. 17919, effective October 19, 1987; peremptory amendment at 11 Ill. Reg. 19812, effective November 19, 1987; emergency amendment at 11 Ill. Reg. 20664, effective December 4, 1987, for a maximum of 150 days; amended at 11 Ill. Reg. 20778, effective December 11, 1987; peremptory amendment at 12 Ill. Reg. 3811, effective January 27, 1988; peremptory amendment at 12 Ill. Reg. 5459, effective March 3, 1988; amended at 12 Ill. Reg. 6073, effective March 21, 1988; peremptory amendment at 12 Ill. Reg. 7783, effective April 14, 1988; emergency amendment at 12 Ill. Reg. 7734, effective April 15, 1988, for a maximum of 150 days; peremptory amendment at 12 Ill. Reg. 8135, effective April 22, 1988; peremptory amendment at 12 Ill. Reg. 9745, effective May 23, 1988; emergency amendment at 12 Ill. Reg. 11778, effective July 1, 1988, for a maximum of 150 days; emergency amendment at 12 Ill. Reg. 12895, effective July 18, 1988, for a maximum of 150 days; peremptory amendment at 12 Ill. Reg. 13306, effective July 27, 1988; corrected at 12 Ill. Reg. 13359; amended at 12 Ill. Reg. 14630, effective September 6, 1988; amended at 12 Ill. Reg. 20449, effective November 28, 1988; peremptory amendment at 12 Ill. Reg. 20584, effective November 28, 1988; peremptory amendment at 13 Ill. Reg. 8080, effective May 10, 1989; amended at 13 Ill. Reg. 8849, effective May 30, 1989; peremptory amendment at 13 Ill. Reg. 8970, effective May 26, 1989; emergency amendment at 13 Ill. Reg. 10967, effective June 20, 1989, for a maximum of 150 days; emergency amendment expired on November 17, 1989; amended at 13 Ill. Reg. 11451, effective June 28, 1989; emergency amendment at 13 Ill. Reg. 11854, effective July 1, 1989, for a maximum of 150 days; corrected at 13 Ill. Reg. 12647; peremptory amendment at 13 Ill. Reg. 12887, effective July 24, 1989; amended at 13 Ill. Reg. 16950, effective October 20, 1989; amended at 13 Ill. Reg. 19221, effective December 12, 1989; amended at 14 Ill. Reg. 615, effective January 2, 1990; peremptory amendment at 14 Ill. Reg. 1627, effective January 11, 1990; amended at 14 Ill. Reg. 4455, effective March 12, 1990; peremptory amendment at 14 Ill. Reg. 7652, effective May 7, 1990; amended at 14 Ill. Reg. 10002, effective June 11, 1990; emergency amendment at 14 Ill. Reg. 11330, effective June 29, 1990, for a maximum of 150 days; amended at 14 Ill. Reg. 14361, effective August 24, 1990; emergency amendment at 14 Ill. Reg. 15570, effective September 11, 1990, for a maximum of 150 days; emergency amendment expired on February 8, 1991; corrected at 14 Ill. Reg. 16092; peremptory amendment at 14 Ill. Reg. 17098, effective September 26, 1990; amended at 14 Ill. Reg. 17189, effective October 2, 1990; amended at 14 Ill. Reg. 17189, effective October 19, 1990; amended at 14 Ill. Reg. 18719, effective November 13, 1990; peremptory amendment at 14 Ill. Reg. 18854, effective November 13, 1990; peremptory amendment at 15 Ill. Reg. 663, effective January 7, 1991; amended at 15 Ill. Reg. 3296, effective February 14,

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NOTICE OF PEREMPTORY AMENDMENTS

1991; amended at 15 Ill. Reg. 4401, effective March 11, 1991; peremptory amendment at 15 Ill. Reg. 5100, effective March 20, 1991; peremptory amendment at 15 Ill. Reg. 5465, effective April 2, 1991; emergency amendment at 15 Ill. Reg. 10485, effective July 1, 1991, for a maximum of 150 days; amended at 15 Ill. Reg. 11080, effective July 19, 1991; amended at 15 Ill. Reg. 13080, effective August 21, 1991; amended at 15 Ill. Reg. 14210, effective September 23, 1991; emergency amendment at 16 Ill. Reg. 711, effective December 26, 1991, for a maximum of 150 days; amended at 16 Ill. Reg. 3450, effective February 20, 1992; peremptory amendment at 16 Ill. Reg. 5068, effective March 11, 1992; peremptory amendment at 16 Ill. Reg. 7056, effective April 20, 1992; emergency amendment at 16 Ill. Reg. 8239, effective May 19, 1992, for a maximum of 150 days; amended at 16 Ill. Reg. 8382, effective May 26, 1992; emergency amendment at 16 Ill. Reg. 13950, effective August 19, 1992, for a maximum of 150 days; emergency amendment at 16 Ill. Reg. 14452, effective September 4, 1992, for a maximum of 150 days; amended at 17 Ill. Reg. 238, effective December 23, 1992; peremptory amendment at 17 Ill. Reg. 498, effective December 18, 1992; amended at 17 Ill. Reg. 590, effective January 4, 1993; amended at 17 Ill. Reg. 1819, effective February 2, 1993; amended at 17 Ill. Reg. 6441, effective April 8, 1993; emergency amendment at 17 Ill. Reg. 12900, effective July 22, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 13409, effective July 29, 1993; emergency amendment at 17 Ill. Reg. 13789, effective August 9, 1993, for a maximum of 150 days; emergency amendment at 17 Ill. Reg. 14666, effective August 26, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 19103, effective October 25, 1993; emergency amendment at 17 Ill. Reg. 21858, effective December 1, 1993, for a maximum of 150 days; amended at 17 Ill. Reg. 22514, effective December 15, 1993; amended at 18 Ill. Reg. 227, effective December 17, 1993; amended at 18 Ill. Reg. 1107, effective January 18, 1994; amended at 18 Ill. Reg. 5146, effective March 21, 1994; peremptory amendment at 18 Ill. Reg. 9562, effective June 13, 1994; emergency amendment at 18 Ill. Reg. 11299, effective July 1, 1994, for a maximum of 150 days; peremptory amendment at 18 Ill. Reg. 13476, effective August 17, 1994; emergency amendment at 18 Ill. Reg. 14417, effective September 9, 1994, for a maximum of 150 days; amended at 18 Ill. Reg. 16545, effective October 31, 1994; peremptory amendment at 18 Ill. Reg. 16708, effective October 28, 1994; amended at 18 Ill. Reg. 17191, effective November 21, 1994; amended at 19 Ill. Reg. 1024, effective January 24, 1995; peremptory amendment at 19 Ill. Reg. 2481, effective February 17, 1995; peremptory amendment at 19 Ill. Reg. 3073, effective February 17, 1995; amended at 19 Ill. Reg. 3456, effective March 7, 1995; peremptory amendment at 19 Ill. Reg. 5145, effective March 14, 1995; amended at 19 Ill. Reg. 6452, effective May 2, 1995; peremptory amendment at 19 Ill. Reg. 6688, effective May 1, 1995; amended at 19 Ill. Reg. 7841, effective June 1, 1995; amended at 19 Ill. Reg. 8156, effective June 12, 1995; amended at 19 Ill. Reg. 9096, effective June 27, 1995; emergency amendment at 19 Ill. Reg. 11954, effective August 1, 1995, for a maximum of 150 days; peremptory amendment at 19 Ill. Reg. 13979, effective September 19, 1995; peremptory amendment at 19 Ill. Reg. 15103, effective October 12, 1995; amended at 19 Ill. Reg. 16160, effective November 28, 1995; amended at 20 Ill. Reg. 308, effective December 22, 1995; emergency amendment at 20 Ill. Reg. 4060, effective February 27,

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1996, for a maximum of 150 days; peremptory amendment at 20 Ill. Reg. 6334, effective April 22, 1996; peremptory amendment at 20 Ill. Reg. 7434, effective May 14, 1996; amended at 20 Ill. Reg. 8301, effective June 11, 1996; amended at 20 Ill. Reg. 8657, effective June 20, 1996; amended at 20 Ill. Reg. 9006, effective June 26, 1996; amended at 20 Ill. Reg. 9925, effective July 10, 1996; emergency amendment at 20 Ill. Reg. 10213, effective July 15, 1996, for a maximum of 150 days; amended at 20 Ill. Reg. 10841, effective August 5, 1996; peremptory amendment at 20 Ill. Reg. 13408, effective September 24, 1996; amended at 20 Ill. Reg. 15018, effective November 7, 1996; peremptory amendment at 20 Ill. Reg. 15092, effective November 7, 1996; emergency amendment at 21 Ill. Reg. 1023, effective January 6, 1997, for a maximum of 150 days; amended at 21 Ill. Reg. 1629, effective January 22, 1997; amended at 21 Ill. Reg. 5144, effective April 15, 1997; amended at 21 Ill. Reg. 6444, effective May 15, 1997; amended at 21 Ill. Reg. 7118, effective June 3, 1997; emergency amendment at 21 Ill. Reg. 10061, effective July 21, 1997, for a maximum of 150 days; emergency amendment at 21 Ill. Reg. 12859, effective September 8, 1997, for a maximum of 150 days; peremptory amendment at 21 Ill. Reg. ~~1426~~, effective October 14, 1997.

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Section 310.APPENDIX A Negotiated Rates of Pay
Section 310.TABLE C RC-069 (Firefighters, AFSCME) (Repealed)

effective:--July-17-1994

	S-W-B-P-S					
	1a-17	1	2	3		
Facility Assistant-Fire-Chief	1852	1900	1905	2056		
Facility Fire-Safety-Coordinator	1852	1900	1905	2056		
Facility Firefighter	1715	1766	1825	1897		
	S-W-B-P-S-(cont-)					
	4	5	6	7		
	2136	2216	2296	2427		
	2136	2216	2296	2427		
	1962	2031	2090	2200		

17Entry-level-step-in-first-year-of-contract

Effective:--July-17-1995

	S-W-B-P-S					
	1b-27	1a	1	2	3	
Facility Assistant-Fire-Chief	1852	1900	1965	2045	2110	
Facility Fire-Safety-Coordinator	1852	1900	1965	2045	2110	
Facility Firefighter	1715	1766	1819	1880	1954	
	S-W-B-P-S-(cont-)					
	4	5	6	7		
	2200	2282	2365	2500		
	2200	2282	2365	2500		
	2021	2092	2161	2274		

27Entry-level-step-in-second-year-of contract

Effective:--July-17-1996

	S-W-B-P-S					
	1c-37	1b	1a	1	2	3
Facility Assistant-Fire-Chief	1852	1900	1965	2024	2106	2182
Facility Fire-Safety-Coordinator	1852	1900	1965	2024	2106	2182
Facility Firefighter	1715	1766	1819	1874	1936	2013

S-W-B-P-S-(cont-)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

4	5	6	7
2266	2350	2436	2575
2266	2350	2436	2575
2002	2155	2226	2342

3/Entry-level-step-in-third-year-of-contract.

(Source: Repealed by peremptory rulemaking at 21 Ill. Reg. effective October 14, 1997)

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DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Section 310.TABLE H RC-006 (Corrections Employees, AFSCME)

Effective:--July-17-1994

	S-T-E-P-S		
	1	2	3
Canine-Specialist	1817	2444	2600
Commissionary-Clerk	1444	1487	1501
Commissionary-Manager-I	1490	1535	1582
Correctional-Officer	1943	2001	2085
Correction-Officer-Trainee	1660	1710	1774
Correctional-Sergeant	2131	2196	2292
Corrections-Agricultural	2453	2527	2640
Supervisor	2226	2293	2397
Corrections-Agricultural			
Head-Worker			
Corrections-Clerk-I	1943	2001	2005
Corrections-Clerk-II	2131	2196	2292
Corrections-Cook-I	1650	1700	1760
Corrections-Cook-II	1775	1820	1909
Corrections-Food-Service	2132	2196	2292
Supervisor-I			
Corrections-Food-Service	2336	2406	2517
Supervisor-II			
Corrections-Grounds-Supervisor	2226	2293	2397
Corrections-Identification	2030	2091	2177
Technician			
Corrections-Industry-Head-Worker	2226	2293	2397
Corrections-Laundry-Manager-I	2226	2293	2397
Corrections-Booksmith	2226	2293	2397
Corrections-Maintenance-Craftsman	2226	2293	2397
Corrections-Maintenance-Worker	2030	2091	2177
Corrections-Medical-Technician	2030	2091	2177
Corrections-Printer	2132	2196	2292
Corrections-Residence-Counselor-I	2030	2091	2177
Corrections-Supply-Supervisor-I	2132	2196	2292
Corrections-Supply-Supervisor-II	2336	2406	2517
Corrections-Transportation-Officer	2132	2196	2292
I	2373	2444	2561
Corrections-Transportation			
Officer-II			
Corrections-Vocational-Instructor	2226	2293	2397
Editor-Aide	1775	1820	1909
Housekeeper-II	1444	1487	1535
Rest-Control-Operator	1775	1820	1909
Property-and-Supply-Clerk-II	1536	1582	1642
Storekeeper-I	1786	1840	1909

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Corrections-Booksmith	2226	2293	2362	2469	2577
Corrections-Maintenance Craftsman	2226	2293	2362	2469	2577
Corrections-Maintenance-Worker	2030	2091	2154	2242	2342
Corrections-Medical-Technician	2030	2091	2154	2242	2342
Corrections-Printer	2132	2196	2262	2361	2457
Corrections-Resident-Counselor					
I	2030	2091	2154	2242	2342
Corrections-Supply-Supervisor					
I	2132	2196	2262	2361	2457
Corrections-Supply-Supervisor					
II	2336	2406	2470	2593	2712
Corrections-Transportation	2132	2196	2262	2361	2457
Officer-I					
Officer-II	2373	2444	2517	2630	2760
Corrections-Transportation					
Officer-I	2226	2293	2362	2469	2577
Corrections-Utilities-Operator					
Instructor	2226	2293	2362	2469	2577
Educator-Aide	1775	1828	1883	1966	2041
Housekeeper-II	1444	1487	1532	1581	1620
Pest-Control-Operator	1775	1820	1883	1966	2041
Property-and-Supply-Clerk-II	1536	1582	1629	1691	1743
Social-Service-Aide-Trainee	1399	1441	1484	1535	1584
Storekeeper-I	1706	1840	1895	1966	2046
Storekeeper-II	1930	1996	2056	2143	2227
Store-Clerk	1490	1535	1581	1629	1689
Youth-Supervisor-I	1775	1820	1883	1966	2041
Youth-Supervisor-II	1943	2001	2061	2140	2235
Youth-Supervisor-III	2226	2293	2362	2469	2577
Youth-Supervisor-Trainee	1660	1710	1761	1827	1898

S-T-B-P-S-(cont.)

Canine-Specialist	4	5	6	7
Commissionary-Clerk	2076	2093	2115	2300
Commissionary-Manager-I	1681	1733	1783	1873
Commissionary-Manager-II	1740	1792	1843	1930
Correctional-Officer	2327	2414	2507	2645
Correctional-Officer-Trainee	1966	2040	2110	2220
Correctional-Sergeant	2566	2665	2769	2930
Corrections-Agricultural-Supervisor	2971	3100	3224	3414
Corrections-Agricultural-Head Worker	2686	2794	2899	3069
Corrections-Clerk-I	2327	2414	2507	2645
Corrections-Clerk-II	2566	2665	2769	2930
Corrections-Cook-I	1950	2010	2086	2198
Corrections-Cook-II	2110	2195	2271	2400
Corrections-Food-Service	2566	2665	2769	2930

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NOTICE OF PEREMPTORY AMENDMENTS

Supervisor-I					
Corrections-Food-Service		2029	2947	3067	3247
Supervisor-II					
Corrections-Grounds-Supervisor		2686	2794	2899	3069
Corrections-Identification Technician		2436	2531	2627	2770
Corrections-Industry-Lead-Worker		2686	2794	2899	3069
Corrections-Bandry-Manager-I		2686	2794	2899	3069
Corrections-Booksmith		2686	2794	2899	3069
Corrections-Maintenance-Craftsman		2686	2794	2899	3069
Corrections-Maintenance-Worker		2436	2531	2627	2770
Corrections-Medical-Technician		2436	2531	2627	2770
Corrections-Printer		2566	2665	2769	2930
Corrections-Resident-Counselor-I		2436	2531	2627	2770
Corrections-Supply-Supervisor-I		2566	2665	2769	2930
Corrections-Supply-Supervisor-II		2029	2947	3067	3247
Corrections-Transportation		2566	2665	2769	2930
Officer-I					
Corrections-Transportation		2076	2993	3115	3300
Officer-II					
Corrections-Utilities-Operator		2686	2794	2899	3069
Corrections-Vocational-Instructor		2686	2794	2899	3069
Educator-Aide		2110	2195	2272	2400
Housekeeper-II		1601	1733	1783	1873
Pest-Control-Operator		2118	2195	2272	2400
Property-and-Supply-Clerk-II		1805	1862	1921	2020
Social-Service-Aide-Trainee		1629	1684	1730	1819
Storekeeper-I		2117	2201	2272	2394
Storekeeper-II		2310	2404	2484	2625
Stores-Clerk		1740	1792	1849	1930
Youth-Supervisor-I		2110	2195	2272	2400
Youth-Supervisor-II		2327	2414	2507	2645
Youth-Supervisor-III		2686	2794	2899	3069
Youth-Supervisor-Trainee		1966	2040	2110	2220

2/Entry-level-step-in-second-year-of-contract.

Effective--July-17-1996

Canine-Specialist	15-3/	16	17	18	19
Commissionary-Clerk	2373	2444	2517	2593	2717
Commissionary-Manager-I	1444	1487	1532	1578	1620
Commissionary-Manager-II	1490	1535	1581	1628	1670
Correctional-Officer	1943	2001	2061	2123	2182
Correctional-Officer					
Trainee	1660	1710	1761	1814	1882
Correctional-Sergeant	2132	2196	2262	2330	2432

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NOTICE OF PEREMPTORY AMENDMENTS

Corrections	2453	2527	2603	2601	2609	2638
Agricultural Supervisor						
Corrections-Agricultural Head	2226	2293	2362	2433	2543	2654
Worker						
Corrections-Clerk-I	1943	2001	2061	2123	2212	2302
Corrections-Clerk-II	2132	2196	2262	2330	2432	2531
Corrections-Cook-I	1650	1700	1751	1804	1867	1934
Corrections-Cook-II	1775	1828	1883	1939	2025	2102
Corrections-Pood						
Service	2132	2196	2262	2330	2432	2531
Supervisor-I						
Corrections-Pood						
Service	2336	2406	2470	2552	2671	2793
Supervisor-II						
Corrections-Grounds						
Supervisor	2226	2293	2362	2433	2543	2654
Corrections						
Identification	2030	2091	2154	2219	2309	2412
Technician						
Corrections-Industry-Head						
Worker	2226	2293	2362	2433	2543	2654
Corrections-Laundry-Manager						
I	2226	2293	2362	2433	2543	2654
Corrections-Booksmith	2226	2293	2362	2433	2543	2654
Corrections-Maintenance						
Craftsman	2226	2293	2362	2433	2543	2654
Corrections-Maintenance						
Worker	2030	2091	2154	2219	2309	2412
Corrections-Medical						
Technician	2030	2091	2154	2219	2309	2412
Corrections-Printer	2132	2196	2262	2330	2432	2531
Corrections-Resident-Counselor						
I	2030	2091	2119	2209	2412	
Corrections-Supply-Counselor						
I	2132	2196	2262	2330	2432	2531
Corrections-Supply-Counselor						
I	2336	2406	2470	2552	2671	2793
Corrections-Transportation-Officer						
I	2132	2196	2262	2330	2432	2531
Corrections						
Transportation	2373	2444	2517	2593	2717	2843
Officer-II						
Corrections-Utilities						
Operator	2226	2293	2362	2433	2543	2654
Corrections-Vocational						
Instructor	2226	2293	2362	2433	2543	2654

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NOTICE OF PEREMPTORY AMENDMENTS

					S-P-B-P-S (cont.)		
					4	5	6
Educator-Aide	1775	1820	1893	1939			2025
Housekeeper-II	1444	1487	1532	1578			1628
Pest-Control-Operator	1775	1820	1893	1939			2025
Social-Service-Aide-Trainee							
	1399	1441	1484	1529			1581
Storekeeper-I	1786	1840	1895	1952			2025
Storekeeper-II	1930	1996	2056	2118			2207
Store-Clerk	1490	1535	1581	1628			1678
Youth-Supervisor-I	1775	1820	1893	1939			2025
Youth-Supervisor-II	1943	2001	2061	2123			2212
Youth-Supervisor-III	1943	2001	2061	2123			2212
Youth-Supervisor	2226	2293	2362	2433			2543
Trainee	1660	1710	1761	1814			1882
Cantine-Specialist							
Commissary-Clerk			2962	3003			3099
Commissary-Clerk			1731	1785			1836
Commissary-Manager-I			1792	1846			1904
Correctional-Officer			2397	2466			2582
Correctional-Officer-Trainee			2025	2073			2173
Correctional-Sergeant			2643	2745			2852
Corrections-Agricultural-Head Worker			2747	2878			2986
Corrections-Agriculture Supervisor			3060	3193			3321
Corrections-Clerk-I			2397	2466			2582
Corrections-Clerk-II			2643	2745			2852
Corrections-Cook-I			2099	2079			2149
Corrections-Cook-II			2182	2221			2340
Corrections-Food-Service Supervisor-I			2643	2745			2852
Corrections-Food-Service Supervisor-II			2914	3035			3159
Corrections-Grounds Supervisor			2767	2878			2986
Corrections-Identification Technician			2509	2607			2706
Corrections-Industry-Head Worker			2767	2878			2986
Corrections-Bandwidth-Manager-I			2767	2878			2986
Corrections-Booksmith			2767	2878			2986
Corrections-Maintenance Craftsman			2767	2878			2986
Corrections-Maintenance Worker			2509	2607			2706
Corrections-Maintenance Technician			2509	2607			2706

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NOTICE OF PEREMPTORY AMENDMENTS

Corrections-Printer	2643	2745	2852	3018
Corrections-Residence	2509	2607	2706	2861
Counselor-I				
Corrections-Supply	2643	2745	2852	3018
Supervisor-I				
Corrections-Supply	2914	3035	3159	3344
Supervisor-II				
Corrections-Transportation	2643	2745	2852	3018
Officer-I				
Corrections-Transportation	2962	3083	3208	3399
Officer-II				
Corrections-Utilities-Operator	2767	2878	2986	3161
Corrections-Vocational	2767	2878	2986	3161
Instructor				
Educator-Aide	2182	2261	2340	2472
Housekeeper-II	1731	1785	1836	1929
Pest-Control-Operator	2182	2261	2340	2472
Property-&Supply-Clerk-II	1859	1918	1979	2081
Social-Service-Aide-Trainee	2181	2267	2340	2466
Storekeeper-I	2181	2267	2340	2466
Storekeeper-II	2388	2476	2559	2704
Stores-Clerk	1792	1846	1904	1996
Youth-Supervisor-I	2182	2261	2340	2472
Youth-Supervisor-II	2397	2486	2582	2724
Youth-Supervisor-III	2767	2878	2986	3161
Youth-Supervisor-Trainee	2025	2101	2173	2287

3/Entry-level-step-in-third-year-of-contract-

Effective: July 1, 1997

S T E P S

	1c	1b	1a	1	2	3
Canine Specialist	2444	2517	2593	2671	2799	2928
Commissary Clerk	1487	1532	1578	1625	1677	1727
Commissary Manager I	1535	1581	1628	1677	1728	1792
Correctional Officer	2001	2061	2123	2187	2278	2371
Correctional Officer Trainee	1710	1761	1814	1868	1938	2014
Correctional Sergeant	2196	2262	2330	2400	2505	2607
Corrections Agricultural	2293	2362	2433	2506	2619	2734
Lead Worker						
Corrections Agricultural	2527	2603	2681	2761	2893	3026
Supervisor						
Corrections Clerk I	2001	2061	2123	2187	2278	2371
Corrections Clerk II	2196	2262	2330	2400	2505	2607
Corrections Cook I	1700	1751	1804	1858	1923	1992
Corrections Cook II	1828	1883	1939	1997	2086	2165

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NOTICE OF PEREMPTORY AMENDMENTS

Corrections Food Service	2196	2262	2330	2400	2505	2607
Supervisor I						
Corrections Food Service	2406	2478	2552	2629	2751	2877
Supervisor II						
Corrections Grounds Supervisor	2293	2362	2433	2506	2619	2734
Corrections Identification	2091	2154	2219	2286	2378	2484
Technician						
Corrections Industry Lead	2293	2362	2433	2506	2619	2734
Worker						
Corrections Laundry Manager I	2293	2362	2433	2506	2619	2734
Corrections Locksmith	2293	2362	2433	2506	2619	2734
Corrections Maintenance Craftsman	2293	2362	2433	2506	2619	2734
Corrections Maintenance	2091	2154	2219	2286	2378	2484
Worker						
Corrections Medical Technician	2091	2154	2219	2286	2378	2484
Corrections Printer	2196	2262	2330	2400	2505	2607
Corrections Resident Counselor I	2091	2154	2219	2286	2378	2484
Corrections Supply Supervisor I	2196	2262	2330	2400	2505	2607
Corrections Supply Supervisor II	2406	2478	2552	2629	2751	2877
Corrections Transportation Officer	2196	2262	2330	2400	2505	2607
I						
Corrections Transportation	2444	2517	2593	2671	2799	2928
Officer II						
Corrections Utilities Operator	2293	2362	2433	2506	2619	2734
Corrections Vocational Instructor	2293	2362	2433	2506	2619	2734
Educator Aide	1828	1883	1939	1997	2086	2165
Housekeeper II	1487	1532	1578	1625	1677	1727
Pest Control Operator	1828	1883	1939	1997	2086	2165
Property & Supply Clerk II	1582	1629	1678	1728	1794	1849
Social Service Aide Trainee	1441	1484	1529	1575	1628	1681
Storekeeper I	1840	1895	1952	2011	2086	2170
Storekeeper II	1996	2056	2118	2182	2273	2363
Stores Clerk	1535	1581	1628	1677	1728	1792
Youth Supervisor I	1828	1883	1939	1997	2086	2165
Youth Supervisor II	2001	2061	2123	2187	2278	2371
Youth Supervisor III	2293	2362	2433	2506	2619	2734
Youth Supervisor Trainee	1710	1761	1814	1868	1938	2014

S T E P S (cont.)

	4	5	6	7
Canine Specialist	3051	3175	3304	3501
Commissary Clerk	1783	1839	1891	1987
Commissary Manager I	1846	1901	1961	2056
Correctional Officer	2469	2561	2659	2806
Correctional Officer Trainee	2086	2164	2238	2356
Correctional Sergeant	2722	2827	2938	3109
Corrections Agricultural Lead Worker	2850	2964	3076	3256
Corrections Agriculture Supervisor	3152	3289	3421	3621

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Corrections Clerk I	2469	2561	2659	2806
Corrections Clerk II	2722	2827	2938	3109
Corrections Cook I	2069	2141	2213	2332
Corrections Cook II	2247	2329	2410	2546
Corrections Food Service Supervisor I	2722	2827	2938	3109
Corrections Food Service Supervisor II	3001	3126	3254	3444
Corrections Grounds Supervisor	2850	2964	3076	3256
Corrections Identification Technician	2584	2685	2787	2947
Corrections Industry Lead Worker	2850	2964	3076	3256
Corrections Laundry Manager I	2850	2964	3076	3256
Corrections Locksmith	2850	2964	3076	3256
Corrections Maintenance Craftsman	2850	2964	3076	3256
Corrections Maintenance Worker	2584	2685	2787	2947
Corrections Medical Technician	2584	2685	2787	2947
Corrections Printer	2722	2827	2938	3109
Corrections Residence Counselor I	2584	2685	2787	2947
Corrections Supply Supervisor I	2722	2827	2938	3109
Corrections Supply Supervisor II	3001	3126	3254	3444
Corrections Transportation Officer I	2722	2827	2938	3109
Corrections Transportation Officer II	3051	3175	3304	3501
Corrections Utilities Operator	2850	2964	3076	3256
Corrections Vocational Instructor	2850	2964	3076	3256
Educator Aide	2247	2329	2410	2546
Housekeeper I	1783	1839	1891	1987
Housekeeper II	2247	2329	2410	2546
Pest Control Operator	1915	1976	2038	2143
Property & Supply Clerk II	1728	1787	1835	1930
Social Service Aide Trainee	2246	2335	2410	2540
Storekeeper I	2460	2550	2636	2785
Storekeeper II	1846	1901	1961	2056
Stores Clerk	2247	2329	2410	2546
Youth Supervisor I	2469	2561	2659	2806
Youth Supervisor II	2850	2964	3076	3256
Youth Supervisor III	2086	2164	2238	2356
Youth Supervisor Trainee				

Effective: July 1, 1998

S T E P S				
1c	1b	1a	1	
2569	2644	2722	2803	2934
1583	1629	1677	1725	1779
1633	1680	1728	1779	1831
2113	2174	2238	2304	2398
1813	1865	1920	1976	2048
2313	2381	2451	2524	2632
Canine Specialist				
Commissary Clerk				
Commissary Manager I				
Correctional Officer				
Correctional Officer Trainee				
Correctional Sergeant				

2	3	3067
1831	1897	1983
2398	2494	2632
2048	2126	2237

Canine Specialist
Commissary Clerk
Commissary Manager I

4
5
6
7

3194	3322	3455	3658
1888	1946	1999	2098
1953	2010	2071	2169

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Corrections Agricultural Lead Worker	2413	2484	2557	2633	2749	2868
Corrections Agricultural Supervisor	2654	2733	2813	2895	3031	3168
Corrections Clerk I	2113	2174	2238	2304	2398	2494
Corrections Clerk II	2313	2381	2451	2524	2632	2737
Corrections Cook I	1803	1855	1910	1965	2032	2103
Corrections Cook II	1934	1991	2049	2108	2200	2281
Corrections Food Service Supervisor I	2313	2381	2451	2524	2632	2737
Corrections Food Service Supervisor II	2530	2604	2680	2759	2885	3015
Corrections Grounds Supervisor	2413	2484	2557	2633	2749	2868
Corrections Identification Technician	2205	2270	2337	2406	2501	2610
Corrections Industry Lead Worker	2413	2484	2557	2633	2749	2868
Corrections Laundry Manager I	2413	2484	2557	2633	2749	2868
Corrections Locksmith	2413	2484	2557	2633	2749	2868
Corrections Maintenance Craftsman	2413	2484	2557	2633	2749	2868
Corrections Maintenance Worker	2205	2270	2337	2406	2501	2610
Corrections Medical Technician	2205	2270	2337	2406	2501	2610
Corrections Printer	2313	2381	2451	2524	2632	2737
Corrections Residence Counselor I	2205	2270	2337	2406	2501	2610
Corrections Supply Supervisor I	2313	2381	2451	2524	2632	2737
Corrections Supply Supervisor II	2530	2604	2680	2759	2885	3015
Corrections Transportation Officer I	2313	2381	2451	2524	2632	2737
Corrections Transportation Officer II	2569	2644	2722	2803	2934	3067
Corrections Utilities Operator	2413	2484	2557	2633	2749	2868
Corrections Vocational Instructor	2413	2484	2557	2633	2749	2868
Educator Aide	1934	1991	2049	2108	2200	2281
Housekeeper I	1583	1629	1677	1725	1779	1830
Housekeeper II	1934	1991	2049	2108	2200	2281
Pest Control Operator	1681	1729	1780	1831	1899	1956
Property & Supply Clerk II	1536	1580	1626	1674	1728	1783
Social Service Aide Trainee	1947	2003	2062	2123	2200	2287
Storekeeper I	2107	2169	2233	2299	2393	2485
Storekeeper II	1633	1680	1728	1779	1831	1897
Stores Clerk	1934	1991	2049	2108	2200	2281
Youth Supervisor I	2113	2174	2238	2304	2398	2494
Youth Supervisor II	2413	2484	2557	2633	2749	2868
Youth Supervisor III	1813	1865	1920	1976	2048	2126
Youth Supervisor Trainee						

S T E P S (cont.)

4	5	6	7
3194	3322	3455	3658
1888	1946	1999	2098
1953	2010	2071	2169

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

<u>Correctional Officer</u>	2595	2699	2790	2942
<u>Correctional Officer</u>	2200	2280	2357	2478
<u>Correctional Sergeant</u>	2855	2963	3078	3254
<u>Corrections Agricultural Lead Worker</u>	2987	3104	3220	3405
<u>Corrections Agriculture Supervisor</u>	3298	3439	3575	3781
<u>Corrections Clerk I</u>	2595	2699	2790	2942
<u>Corrections Clerk II</u>	2855	2963	3078	3254
<u>Corrections Cook I</u>	2183	2257	2331	2453
<u>Corrections Cook II</u>	2366	2450	2534	2674
<u>Corrections Food Service Supervisor I</u>	2855	2963	3078	3254
<u>Corrections Food Service Supervisor II</u>	3143	3271	3403	3599
<u>Corrections Grounds Supervisor</u>	2987	3104	3220	3405
<u>Corrections Identification Technician</u>	2713	2817	2922	3087
<u>Corrections Industry Lead Worker</u>	2987	3104	3220	3405
<u>Corrections Laundry Manager I</u>	2987	3104	3220	3405
<u>Corrections Locksmith</u>	2987	3104	3220	3405
<u>Corrections Maintenance Craftsman</u>	2987	3104	3220	3405
<u>Corrections Maintenance Worker</u>	2713	2817	2922	3087
<u>Corrections Medical Technician</u>	2713	2817	2922	3087
<u>Corrections Printer</u>	2855	2963	3078	3254
<u>Corrections Residence</u>	2713	2817	2922	3087
<u>Counselor I</u>	2855	2963	3078	3254
<u>Corrections Supply</u>	2855	2963	3078	3254
<u>Supervisor I</u>	3143	3271	3403	3599
<u>Corrections Supply</u>				
<u>Supervisor II</u>	2855	2963	3078	3254
<u>Corrections Transportation</u>				
<u>Officer I</u>	3194	3322	3455	3658
<u>Corrections Transportation</u>				
<u>Officer II</u>	2987	3104	3220	3405
<u>Corrections Utilities Operator</u>	2987	3104	3220	3405
<u>Corrections Vocational</u>				
<u>Instructor</u>	2366	2450	2534	2674
<u>Educator Aide</u>	1888	1946	1999	2098
<u>Housekeeper II</u>	2366	2450	2534	2674
<u>Pest Control Operator</u>				
<u>Property & Supply Clerk II</u>	2024	2087	2151	2259
<u>Social Service Aide Trainee</u>	1831	1892	1942	2039
<u>Storekeeper I</u>	2365	2457	2534	2668
<u>Storekeeper II</u>	2585	2678	2767	2920
<u>Stores Clerk</u>	1953	2010	2071	2169
<u>Youth Supervisor I</u>	2366	2450	2534	2674
<u>Youth Supervisor II</u>	2595	2689	2790	2942
<u>Youth Supervisor III</u>	2987	3104	3220	3405
<u>Youth Supervisor Trainee</u>	2200	2280	2357	2478

Effective: July 1, 1999

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

	S	T	E	P	S	
	Ia	Ib	Ic		1	2
Canine Specialist	2877	2646				3
Commissary Clerk	2087	2723	2646			3022
Commissary Manager I	1832	1678	1630			3153
Commissary Manager II	1780	1730	1682			1855
Correctional Officer	2305	2239	2176			1954
Correctional Officer Trainee	1978	1921	1867			2569
Correctional Sergeant	2600	2452	2382			2190
Corrections Agricultural Lead Worker	2712	2559	2485			2819
						2954
Corrections Agricultural Supervisor	2982	2815	2734			3263
Corrections Clerk I	2373	2239	2176			2569
Corrections Clerk II	2600	2458	2382			2819
Corrections Cook I	2024	1911	1857			2166
Corrections Cook II	2171	2051	1992			2349
Corrections Food Service Supervisor I	2600	2452	2382			2819
Corrections Food Service Supervisor II	2842	2682	2606			3105
Corrections Grounds Supervisor	2712	2559	2485			2954
Corrections Identification Technician	2478	2338	2271			2688
Corrections Industry Lead Worker	2712	2559	2485			2954
Corrections Laundry Manager I	2712	2559	2485			2954
Corrections Locksmith	2712	2559	2485			2954
Corrections Maintenance Craftsman	2712	2559	2485			2954
Corrections Maintenance Worker	2407	2338	2271			2688
Corrections Medical Technician	2478	2338	2271			2688
Corrections Printer	2600	2452	2382			2819
Corrections Residence Counselor I	2712	2559	2485			2954
Corrections Supply Supervisor I	2600	2452	2382			2819
Corrections Supply Supervisor II	2842	2682	2606			3105
Corrections Transportation Officer I	2600	2452	2382			2819
Corrections Transportation Officer II	2887	2723	2646			3159
Corrections Utilities Operator	2712	2559	2485			2954
Corrections Vocational Instructor	2712	2559	2485			2954
Educator Aide	2171	2110	1992			2349
Housekeeper II	1832	1678	1630			1885
Pest Control Operator	2712	2051	1992			2349
Property & Supply Clerk II	1886	1727	1731			2015
Social Service Aide Trainee	1724	1621	1582			1836
Storekeeper I	2187	2063	2005			2356
Storekeeper II	2368	2234	2170			2560
Stores Clerk	1832	1730	1682			1954
Youth Supervisor I	2887	2723	2646			3159
						2349

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Youth Supervisor II	2176	2239	2305	2373	2470	2569
Youth Supervisor III	2485	2559	2634	2712	2831	2954
Youth Supervisor Trainee	1867	1921	1978	2035	2109	2190
S T E P S (cont.)						
	4	5	6	7		
Canine Specialist	3290	3422	3559	3768		
Commissary Clerk	1945	2004	2059	2161		
Commissary Manager I	2012	2070	2133	2234		
Correctional Officer	2673	2770	2874	3030		
Correctional Officer Trainee	2266	2348	2428	2552		
Correctional Sergeant	2941	3052	3170	3352		
Corrections Agricultural Lead Worker	3077	3197	3317	3507		
Corrections Agriculture Supervisor	3397	3542	3682	3894		
Corrections Clerk I	2673	2770	2874	3030		
Corrections Clerk II	2941	3052	3170	3352		
Corrections Cook I	2248	2325	2401	2527		
Corrections Cook II	2437	2524	2610	2754		
Corrections Food Service Supervisor I	2941	3052	3170	3352		
Corrections Food Service Supervisor II	3237	3369	3505	3707		
Corrections Grounds Supervisor	3077	3197	3317	3507		
Corrections Identification Supervisor	2794	2902	3010	3180		
Corrections Identification Technician	3077	3197	3317	3507		
Corrections Industry Lead Worker	3077	3197	3317	3507		
Corrections Laundry Manager I	3077	3197	3317	3507		
Corrections Locksmith	3077	3197	3317	3507		
Corrections Maintenance Craftsman	2794	2902	3010	3180		
Corrections Maintenance Worker	2794	2902	3010	3180		
Corrections Medical Technician	2941	3052	3170	3352		
Corrections Printer	2794	2902	3010	3180		
Corrections Residence Counselor I	2941	3052	3170	3352		
Corrections Supply Supervisor I	3237	3369	3505	3707		
Corrections Supply Supervisor II	2941	3052	3170	3352		
Corrections Transportation Officer I	3290	3422	3559	3768		
Corrections Transportation						

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Officer II	3077	3197	3317	3507
Corrections Utilities Operator	3077	3197	3317	3507
Corrections Vocational Instructor				
Educator Aide	2437	2524	2610	2754
Housekeeper II	1945	2004	2059	2161
Pest Control Operator	2437	2524	2610	2754
Property & Supply Clerk II	2085	2150	2216	2327
Social Service Aide Trainee	1886	1949	2000	2100
Storekeeper I	2436	2531	2610	2748
Storekeeper II	2663	2758	2850	3008
Stores Clerk	2012	2070	2133	2234
Youth Supervisor I	2437	2524	2610	2754
Youth Supervisor II	2673	2770	2874	3030
Youth Supervisor III	3077	3197	3317	3507
Youth Supervisor Trainee	2266	2348	2428	2552
Maximum Security Institution Schedule				
Effective: July 1, 1999				
	S T E P S			
	1a	1b	1c	1
Canine Specialist	2856	2940	3025	3164
Commissary Clerk	1730	1780	1830	1882
Commissary Manager I	1784	1833	1885	1938
Correctional Officer	2293	2358	2426	2496
Correctional Officer Trainee	1975	2030	2089	2148
Correctional Sergeant	2505	2577	2652	2730
Corrections Agricultural Lead Worker	2611	2687	2765	2845
Corrections Agricultural Supervisor	2868	2951	3035	3123
Corrections Clerk I	2293	2358	2426	2496
Corrections Clerk II	2505	2577	2652	2730
Corrections Cook I	1964	2020	2078	2136
Corrections Cook II	2103	2164	2225	2288
Corrections Food Service Supervisor I	2505	2577	2652	2730
Corrections Food Service Supervisor II	2736	2814	2894	2979
Corrections Grounds Supervisor	2611	2687	2765	2845
Corrections Identification Technician	2391	2460	2531	2604
Corrections Industry Lead Worker	2611	2687	2765	2845
Corrections Laundry Manager I	2611	2687	2765	2845
Corrections Locksmith	2611	2687	2765	2845
Corrections Maintenance Craftsman	2611	2687	2765	2845
Corrections Maintenance Worker	2391	2460	2531	2604

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Corrections Medical Technician	2391	2460	2531	2604	2705	2820
Corrections Printer	2505	2577	2652	2730	2844	2955
Corrections Residence Counselor I	2391	2460	2531	2604	2705	2820
Corrections Supply Supervisor I	2505	2577	2652	2730	2844	2955
Corrections Supply Supervisor II	2736	2814	2894	2979	3113	3250
Corrections Transportation Officer I	2505	2577	2652	2730	2844	2955
Corrections Transportation Officer II	2777	2856	2940	3025	3164	3305
Corrections Utilities Operator	2611	2687	2765	2845	2967	3094
Corrections Vocational Instructor	2611	2687	2765	2845	2967	3094
Educator Aide	2103	2164	2225	2288	2385	2471
Housekeeper II	1730	1780	1830	1882	1938	1993
Pest Control Operator	2103	2164	2225	2288	2385	2471
Property & Supply Clerk II	1834	1886	1939	1994	2066	2127
Social Service Aide Trainee	1681	1727	1777	1827	1885	1943
Storekeeper I	2117	2176	2239	2304	2385	2478
Storekeeper II	2287	2353	2421	2491	2590	2688
Stores Clerk	1784	1833	1885	1938	1994	2064
Youth Supervisor I	2103	2164	2225	2288	2385	2471
Youth Supervisor II	2293	2358	2426	2496	2596	2698
Youth Supervisor III	2611	2687	2765	2845	2967	3094
Youth Supervisor Trainee	1975	2030	2089	2148	2224	2307
Canine Specialist	S T E P S (cont.)					
Commissary Clerk	4	5	6	7		
Commissary Manager I	3440	3576	3717	3933		
Correctional Officer	2055	2116	2172	2277		
Correctional Officer Trainee	2124	2184	2248	2353		
Correctional Sergeant	2805	2905	3012	3172		
Corrections Agricultural Lead Worker	2385	2470	2552	2680		
Corrections Agriculture Supervisor	3081	3195	3317	3504		
Corrections Clerk I	3221	3344	3468	3664		
Corrections Clerk II	3550	3700	3844	4062		
Corrections Cook I	2805	2905	3012	3172		
Corrections Cook II	3081	3195	3317	3504		
Corrections Food Service Supervisor I	2367	2446	2525	2654		
Corrections Food Service Supervisor II	2562	2651	2740	2888		
Corrections Food Service Supervisor III	3081	3195	3317	3504		
Corrections Food Service Supervisor IV	3386	3522	3662	3870		
Corrections Grounds Supervisor	3221	3344	3468	3664		
Corrections Identification Technician	2929	3041	3152	3327		

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Corrections Industry Lead Worker	3221	3344	3468	3664
Corrections Laundry Manager I	3221	3344	3468	3664
Corrections Locksmith	3221	3344	3468	3664
Corrections Maintenance Craftsman	3221	3344	3468	3664
Corrections Maintenance Worker	2929	3041	3152	3327
Corrections Medical Technician	2929	3041	3152	3327
Corrections Printer	3081	3195	3317	3504
Corrections Residence Counselor I	2929	3041	3152	3327
Corrections Supply Supervisor I	3081	3195	3317	3504
Corrections Supply Supervisor II	3386	3522	3662	3870
Corrections Transportation Officer I	3081	3195	3317	3504
Corrections Transportation Officer II	3440	3576	3717	3933
Corrections Utilities Operator	3221	3344	3468	3664
Corrections Vocational Instructor	3221	3344	3468	3664
Educator Aide	2562	2651	2740	2888
Housekeeper II	2055	2116	2172	2277
Pest Control Operator	2562	2651	2740	2888
Property & Supply Clerk II	2199	2266	2334	2448
Social Service Aide Trainee	1994	2059	2112	2215
Storekeeper I	2561	2658	2740	2882
Storekeeper II	2794	2892	2987	3150
Stores Clerk	2124	2184	2248	2353
Youth Supervisor I	2562	2651	2740	2888
Youth Supervisor II	2805	2905	3012	3172
Youth Supervisor III	3221	3344	3468	3664
Youth Supervisor Trainee	2385	2470	2552	2680

(Source: Peremptory amendment at 21 Ill. Reg. 1-1-1-1, effective October 14, 1997)

Section 310.TABLE I RC-009 (Institutional Employees, AFSCME)

Effective July-17-1994

S-T-B-P-S
1 2 3
1412 1454 1571
Activity-Program-Aide-I

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Activity-Program-Aide-II	1456	1500	1557	1610
Apparel/Dry-Goods-Specialist-I	1456	1500	1557	1610
Apparel/Dry-Goods-Specialist-II	1552	1599	1661	1610
Apparel/Dry-Goods-Specialist-III	1775	1828	1909	1982
Attendant	1412	1454	1511	1571
Children's Shelter-Care-Associate	1726	1778	1846	1920
Clinical-Laboratory-Associate	1546	1592	1647	1705
Clinical-Laboratory-Phlebotomist	1495	1540	1592	1644
Clinical-Laboratory-Technician-I	1724	1776	1853	1924
Clinical-Laboratory-Technician-II	1805	1942	2024	2100
Commissary-Clerk	1444	1487	1535	1581
Commissary-Manager-I	1490	1535	1582	1640
Commissary-Manager-II	1609	1657	1721	1787
Cook-I	1490	1535	1582	1640
Cook-II	1594	1642	1700	1756
Educator-Aide	1775	1820	1909	1982
Florist-II	1775	1820	1909	1982
Institutional-Maintenance-Worker	1594	1642	1700	1756
Laboratory-Assistant	1399	1441	1490	1530
Laboratory-Associate-I	1724	1776	1853	1920
Laboratory-Associate-II	1805	1942	2024	2100
Licensed-Practical-Nurse-I	1664	1714	1780	1850
Licensed-Practical-Nurse-II	1746	1798	1867	1942
Locksmith	1967	2036	2112	2202
Mental-Health-Technician	1456	1500	1557	1610
Mental-Health-Technician-II	1552	1599	1661	1724
Mental-Health-Technician-III	1609	1657	1721	1787
Mental-Health-Technician-IV	1664	1714	1780	1850
Mental-Health-Technician-V	1726	1778	1846	1920
Mental-Health-Technician-VI	1746	1798	1867	1942
Mental-Health-Technician-Graine-I	1360	1401	1441	1490
Musician	1609	1657	1721	1787
Pest-Control-Operator	1709	1760	1825	1899
Physical-Therapy-Aide-I	1412	1454	1511	1571
Physical-Therapy-Aide-II	1552	1599	1661	1724
Physical-Therapy-Aide-III	1726	1778	1846	1920
Rehabilitation-Workshop Instructor-I	1609	1657	1721	1787
Rehabilitation-Workshop Instructor-II	1792	1846	1927	1999
Residential-Care-Worker	1726	1778	1846	1920
Residential-Care-Worker-Trainee	1599	1647	1710	1771
Security-Therapy-Aide-I	1943	2001	2085	2170
Security-Therapy-Aide-II	2132	2196	2292	2385
Security-Therapy-Aide-III	2226	2293	2397	2502
Security-Therapy-Aide-Therapy	1660	1710	1774	1843
Social-Service-Aide-I	1609	1657	1721	1787

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Social-Service-Aide-II	1726	1778	1846	1920
Social-Service-Aide-Trainee	1399	1441	1490	1530
Support-Services-Supervisor-I	1650	1700	1760	1823
Support-Services-Supervisor-II	1775	1828	1909	1982
Support-Services-Worker-I	1444	1487	1535	1581
Support-Services-Worker-II	1536	1582	1642	1692
Transportation-Coordinator	2030	2091	2177	2274
Transportation-Officer-I	2132	2196	2292	2385
Veterans-Nursing-Assistant--Certified	1609	1657	1721	1787

S-W-B-P-S-(cont-)				
	4	5	6	7
Activity-Program-Aide-I	1632	1696	1760	1846
Activity-Program-Aide-II	1680	1746	1813	1900
Apparel/Dry-Goods-Specialist-I	1680	1746	1813	1900
Apparel/Dry-Goods-Specialist-II	1790	1860	1932	2027
Apparel/Dry-Goods-Specialist-III	2056	2131	2206	2330
Attendant	1632	1696	1760	1846
Children's Shelter-Care-Associate	1992	2070	2149	2267
Clinical-Laboratory-Associate	1763	1830	1881	1982
Clinical-Laboratory-Phlebotomist	1700	1753	1810	1901
Clinical-Laboratory-Technician-I	1993	2063	2130	2256
Clinical-Laboratory-Technician-II	2187	227	2353	2484
Clinical-Laboratory-Technician-III	1632	1683	1731	1810
Commissary-Clerk	1689	1740	1795	1882
Commissary-Manager-I	1956	1937	2001	2100
Commissary-Manager-II	1689	1740	1795	1882
Cook-I	1819	1879	1942	2040
Cook-II	2056	2131	2206	2330
Educator-Aide	2056	2131	2206	2330
Florist-II	2056	2131	2206	2330
Institutional-Maintenance-Worker	1819	1879	1942	2040
Laboratory-Assistant	1582	1635	1680	1766
Laboratory-Associate-I	1993	2063	2130	2256
Laboratory-Associate-II	2187	2267	2353	2484
Licensed-Practical-Nurse-I	1920	1994	2072	2176
Licensed-Practical-Nurse-II	2017	2094	2174	2285
Locksmith	2291	2370	2469	2609
Mental-Health-Technician	1680	1746	1813	1900
Mental-Health-Technician-II	1790	1860	1932	2027
Mental-Health-Technician-III	1856	1927	2001	2100
Mental-Health-Technician-IV	1920	1994	2072	2176
Mental-Health-Technician-V	1992	2070	2149	2267
Mental-Health-Technician-VI	2017	2094	2174	2285
Mental-Health-Technician-Graine-I	1535	1570	1623	1707
Musician	1856	1927	2001	2100
Pest-Control-Operator	1960	2046	2112	2224

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Physical-Therapy-Aide-I	1632	1696	1760	1846
Physical-Therapy-Aide-II	1790	1860	1932	2027
Physical-Therapy-Aide-III	1992	2070	2149	2267
Rehabilitation-Workshop	1956	1927	2001	2100
Instructor-I				
Rehabilitation-Workshop	2070	2153	2231	2375
Instructor-II				
Residential-Care-Worker	1992	2070	2149	2267
Residential-Care-Worker-Grantee	1938	1897	1962	2066
Security-Therapy-Aide-I	2259	2344	2434	2560
Security-Therapy-Aide-II	2491	2587	2680	2845
Security-Therapy-Aide-III	2600	2713	2815	2980
Security-Therapy-Aide-Therapy	1909	1981	2049	2155
Social-Service-Aide-I	1956	1927	2001	2100
Social-Service-Aide-II	1992	2070	2149	2267
Social-Service-Aide-Grantee	1582	1635	1680	1766
Support-Services-Supervisor-I	1893	1959	2025	2134
Support-Services-Supervisor-II	2056	2131	2206	2330
Support-Services-Worker-I	1632	1683	1731	1810
Support-Services-Worker-II	1752	1808	1865	1961
Transportation-Coordinator	2165	2457	2550	2697
Transportation-Officer-I	2491	2587	2680	2845
Veterans-Nursing-Assistant--	1956	1927	2001	2100
Certified				
effective-January-17-1995				
Apparel/Bry-Goods-Specialist-III	1938	1996	2081	2162
S-W-B-P-S				
Ia-I/	1	2	3	
Ib-2/	4	5	6	7
S-B-B-P-S-(cont-)				
Ib-2/	1a	1	2	3
Activity-Program-Aide-I	1412	1454	1490	1556
Activity-Program-Aide-II	1456	1500	1545	1604
Apparel/Bry-Goods-Specialist-I	1456	1500	1545	1604
Apparel/Bry-Goods-Specialist-II	1552	1599	1647	1711
Apparel/Bry-Goods-Specialist-III	1938	1996	2056	2143

i/Entry-level-step-for-current-fiscal-year.

effective-July-17-1995

S-W-B-P-S				
Ib-2/	1a	1	2	3
Activity-Program-Aide-I	1412	1454	1490	1556
Activity-Program-Aide-II	1456	1500	1545	1604
Apparel/Bry-Goods-Specialist-I	1456	1500	1545	1604
Apparel/Bry-Goods-Specialist-II	1552	1599	1647	1711
Apparel/Bry-Goods-Specialist-III	1938	1996	2056	2143

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Attendant	1412	1454	1490	1556
Childrents-Shelter-Care				1610
Associate	1726	1770	1831	1901
Clinical-Laboratory-Associate	1546	1592	1640	1696
Clinical-Laboratory				1756
Phlebotomist	1495	1540	1586	1640
Clinical-Laboratory-Technician				1693
I	1724	1776	1829	1909
Clinical-Laboratory-Technician				1970
II	1885	1942	2000	2085
Commissary-Clerk	1444	1487	1532	1581
Commissary-Manager-I	1490	1535	1581	1629
Commissary-Manager-II	1609	1657	1707	1753
Cook-I	1490	1535	1581	1629
Cook-II	1594	1642	1691	1751
Educator-Aide	1775	1828	1883	1966
Florist-II	1775	1828	1883	1966
Institutional-Maintenance				2041
Worker	1594	1642	1691	1751
Laboratory-Assistant	1399	1441	1484	1535
Laboratory-Associate-I	1724	1776	1829	1909
Laboratory-Associate-II	1885	1942	2000	2085
Licensed-Practical-Nurse-I	1709	1760	1813	1880
Licensed-Practical-Nurse-II	1792	1846	1901	1985
Rocksmith	1967	2026	2087	2175
Mental-Health-Technician-I	1456	1500	1545	1604
Mental-Health-Technician-II	1552	1599	1647	1711
Mental-Health-Technician-III	1609	1657	1707	1773
Mental-Health-Technician-IV	1664	1714	1765	1839
Mental-Health-Technician-V	1726	1778	1831	1901
Mental-Health-Technician-VI	1746	1798	1852	1923
Mental-Health-Technician	1360	1401	1443	1504
Grainee-I				1535
Musician	1609	1657	1707	1773
Pest-Control-Operator	1709	1760	1813	1880
Physical-Therapy-Aide-I	1412	1454	1490	1556
Physical-Therapy-Aide-II	1552	1599	1647	1711
Physical-Therapy-Aide-III	1726	1778	1831	1901
Rehabilitation-Workshop	1609	1657	1707	1773
Instructor-I				1841
Rehabilitation-Workshop	1792	1846	1901	1985
Instructor-II				2059
Residential-Care-Worker	1726	1778	1831	1901
Residential-Care-Worker				1970
Grainee	1599	1647	1696	1761
Security-Therapy-Aide-I	1943	2001	2061	2140
Security-Therapy-Aide-II	2132	2196	2263	2361
Security-Therapy-Aide-III	2226	2293	2362	2469

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Security-Therapy-Aide-Trainee	1660	1710	1761	1827	1998
Social-Service-Aide-I	1609	1657	1707	1773	1841
Social-Service-Aide-II	1726	1778	1831	1901	1970
Social-Service-Aide-Trainee	1399	1441	1484	1535	1584
Support-Service-Supervisor-I	1650	1700	1751	1803	1870
Support-Service-Supervisor-II	1775	1828	1883	1966	2041
Support-Service-Worker-I	1444	1487	1532	1581	1628
Support-Service-Worker-II	1536	1582	1629	1691	1743
Transportation-Coordinator	2030	2091	2154	2242	2342
Transportation-Officer-I	2132	2196	2262	2361	2457
Veterans-Nursing-Assistant--	1609	1657	1707	1773	1841
Certified					
S-U-B-P-S-(cont'd)					
	4	5	6	7	
Activity-Program-Aide-I	1681	1747	1813		1981
Activity-Program-Aide-II	1730	1798	1867		1957
Apparel/Dry-Goods-Specialist-I	1730	1798	1867		1957
Apparel/Dry-Goods-Specialist-II	1844	1916	1990		2088
Apparel/Dry-Goods-Specialist-III					
Attendant	2310	2404	2484		2625
Children's-Shelter-Care-Associate	1681	1747	1813		1981
Clinical-Laboratory-Associate	2052	2132	2213		2335
Clinical-Laboratory-Phlebotomist	1816	1875	1937		2041
Clinical-Laboratory-Technician-I	1751	1806	1864		1950
Clinical-Laboratory-Technician-II	2053	2125	2202		2324
Clinical-Laboratory-Technician-III	2253	2335	2424		2559
Commissary-Clerk	1681	1733	1783		1873
Commissary-Manager-I	1740	1792	1849		1938
Commissary-Manager-II	1912	1985	2061		2163
Cook-I	1740	1792	1849		1938
Cook-II	1874	1935	2000		2109
Educator-Aide	2110	2195	2272		2400
Firstst-II	2110	2195	2272		2400
Institutional-Maintenance-Worker	1874	1935	2000		2109
Laboratory-Assistant	1629	1684	1730		1819
Laboratory-Associate-I	2053	2125	2202		2324
Laboratory-Associate-II	2253	2335	2424		2559
Licensed-Practical-Nurse-I	2027	2107	2175		2291
Licensed-Practical-Nurse-II	2140	2210	2290		2446
Rocksmith	2360	2449	2543		2687
Mental-Health-Technician-I	1730	1798	1867		1957
Mental-Health-Technician-II	1844	1916	1990		2088
Mental-Health-Technician-III	1912	1985	2061		2163
Mental-Health-Technician-IV	2140	2210	2290		2446
Mental-Health-Technician-V	2052	2132	2213		2335
Mental-Health-Technician	1893	1954	2021		2128
Trainee-I					

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Musician	2327	2414	2597	2645
Pest-Control-Operator	2566	2665	2769	2930
Physical-Therapy-Aide-I	2686	2794	2899	3069
Physical-Therapy-Aide-II	1966	2040	2110	2200
Physical-Therapy-Aide-III	1912	1985	2061	2163
Rehabilitation-Workshop	2052	2132	2213	2335
Instructor-I				
Rehabilitation-Workshop	1629	1684	1730	1819
Instructor-II				
Residential-Care-Worker	1950	2010	2086	2198
Residential-Care-Worker-Trainee	2118	2195	2272	2400
Security-Therapy-Aide-I	1681	1733	1783	1873
Security-Therapy-Aide-II	1805	1862	1921	2020
Security-Therapy-Aide-III	2436	2531	2627	2778
Security-Therapy-Aide-Trainee	2566	2665	2769	2930
Social-Service-Aide-I	1912	1985	2061	2163
Social-Service-Aide-II	2052	2132	2213	2335
Support-Service-Aide-Trainee	1629	1684	1730	1819
Support-Service-Supervisor-I	1950	2010	2086	2198
Support-Service-Supervisor-II	2118	2195	2272	2400
Support-Service-Worker-I	1681	1733	1783	1873
Support-Service-Worker-II	1805	1862	1921	2020
Transportation-Coordinator	2436	2531	2627	2778
Transportation-Officer-I	2566	2665	2769	2930
Veterans-Nursing-Assistant--	1912	1985	2061	2163
Certified				
2/Entry-level-step-in-second-year-of-contract-				
Effective: July 1, 1997 Effective--July-17-1996				
	1c 3/	1b 2/	1a 1/	1
Activity Program Aide I	1412	1454	1498	1543
Activity Program Aide II	1456	1500	1545	1591
Apparel/Dry Goods Specialist I	1456	1500	1545	1591
Apparel/Dry Goods Specialist II	1552	1599	1647	1696
Apparel/Dry Goods Specialist III	1938	1996	2056	2118
Attendant	1412	1454	1498	1543
Children's Shelter Care Associate	1726	1778	1831	1886
Clinical Laboratory Associate	1546	1592	1640	1689
Clinical Laboratory Phlebotomist	1495	1540	1586	1634
Clinical Laboratory Technician I	1724	1776	1829	1884
Clinical Laboratory Technician II	1885	1942	2000	2060
Commissary Clerk	1444	1487	1532	1578
Commissary Manager I	1490	1535	1581	1628
Commissary Manager II	1609	1657	1707	1758
Cook I	1536	1582	1629	1678

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

NOTICE OF PEREMPTORY AMENDMENTS

Cook-I	1490	1535	1501	1620	1678	1740
Cook II	1564	1714	1765	1818	1888	1963
Cook-III	1594	1642	1691	1742	1804	1863
Educator Aide	1775	1828	1883	1939	2025	2102
Facility Assistant Fire Chief	1852	1908	1965	2024	2106	2182
Facility Fire Safety Coordinator	1852	1908	1965	2024	2106	2182
Facility Firefighter	1715	1766	1819	1874	1936	2013
Florist II	1775	1828	1883	1939	2025	2102
Institutional Maintenance Worker	1594	1642	1691	1742	1804	1863
Laboratory Assistant	1399	1441	1484	1529	1581	1632
Laboratory Associate I	1724	1776	1829	1884	1966	2037
Laboratory Associate II	1885	1942	2000	2060	2148	2228
Licensed Practical Nurse I	1709	1760	1813	1867	1936	2015
Licensed Practical Nurse II	1792	1846	1901	1958	2045	2121
Locksmith	1967	2026	2087	2150	2240	2336
Mental Health Technician I	1456	1500	1545	1591	1652	1717
Mental Health Technician II	1552	1599	1647	1696	1762	1829
Mental Health Technician III	1609	1657	1707	1758	1826	1896
Mental Health Technician IV	1664	1714	1765	1818	1888	1963
Mental Health Technician V	1726	1778	1831	1886	1958	2037
Mental Health Technician VI	1746	1798	1852	1908	1981	2060
Mental Health Technician	1360	1401	1443	1486	1529	1581
Trainee I						
Musician	1609	1657	1707	1758	1826	1896
Pest Control Operator	1709	1760	1813	1867	1936	2015
Physical Therapy Aide I	1412	1454	1498	1543	1603	1667
Physical Therapy Aide II	1552	1599	1647	1696	1762	1829
Physical Therapy Aide III	1726	1778	1831	1886	1958	2037
Rehabilitation Workshop	1609	1657	1707	1758	1826	1896
Instructor I						
Rehabilitation Workshop	1792	1846	1901	1958	2045	2121
Instructor II						
Residential Care Worker	1726	1778	1831	1886	1958	2037
Residential Care Worker	1599	1647	1696	1747	1814	1879
Trainee						
Security Therapy Aide I	1943	2001	2061	2123	2212	2302
Security Therapy Aide II	2132	2196	2262	2330	2432	2531
Security Therapy Aide III	2226	2293	2362	2433	2543	2654
Security Therapy Aide Trainee	1660	1710	1761	1814	1882	1955
Social Service Aide I	1609	1657	1707	1758	1826	1896
Social Service Aide II	1726	1778	1831	1886	1958	2037
Social Service Aide Trainee	1399	1441	1484	1529	1581	1632
Support Services Supervisor I	1709	1760	1813	1867	1936	2015
Support Services Supervisor II	1885	1942	2000	2060	2148	2228
Support Services Supervisor III	1775	1828	1883	1939	2025	2102
Support Service Worker I	1444	1487	1532	1578	1628	1677
Support Service Worker II	1536	1582	1629	1678	1742	1795

Transportation Coordinator	2030	2091	2154	2219	2309	2412
Transportation Officer I	2132	2196	2262	2330	2432	2531
Veterans Nursing Assistant - Certified	1609	1657	1707	1758	1826	1896
Activity Program Aide I	1731	1799	1867	1936	2015	2094
Activity Program Aide II	1782	1852	1923	1993	2068	2142
Apparel/Dry Goods Specialist I	1782	1852	1923	1993	2068	2142
Apparel/Dry Goods Specialist II	1899	1973	2050	2123	2200	2279
Apparel/Dry Goods Specialist III	2388	2476	2559	2642	2729	2816
Attendant	1731	1799	1867	1936	2015	2094
Children's Shelter Care Associate	2114	2196	2279	2362	2449	2536
Clinical Laboratory Associate	1870	1931	1995	2060	2128	2197
Clinical Laboratory Phlebotomist	1804	1860	1920	1980	2040	2100
Clinical Laboratory Technician I	2115	2189	2268	2347	2426	2505
Clinical Laboratory Technician II	2321	2405	2497	2586	2675	2764
Commissary Clerk	1731	1799	1867	1936	2015	2094
Commissary Manager I	1792	1846	1904	1966	2028	2090
Commissary Manager II	1969	2045	2123	2202	2281	2360
Cook I	1859	1919	1981	2044	2107	2170
Cook II	1792	1846	1904	1966	2028	2090
Cook III	2037	2116	2198	2281	2360	2449
Educator Aide	1826	1899	1973	2045	2123	2200
Facility Assistant Fire Chief	2182	2261	2340	2420	2500	2580
Facility Fire Safety Coordinator	2266	2350	2436	2522	2609	2696
Facility Firefighter	2082	2155	2236	2322	2409	2496
Florist II	2182	2261	2340	2420	2500	2580
Institutional Maintenance Worker	1930	1993	2060	2128	2200	2272
Laboratory Assistant	1678	1735	1792	1852	1916	1979
Laboratory Associate I	2115	2189	2268	2347	2426	2505
Laboratory Associate II	2321	2405	2497	2586	2675	2764
Licensed Practical Nurse I	2088	2170	2240	2320	2400	2480
Licensed Practical Nurse II	2204	2285	2367	2452	2539	2626
Locksmith	2431	2522	2619	2718	2817	2916
Mental Health Technician I	1782	1852	1923	1993	2068	2142
Mental Health Technician II	1899	1973	2050	2123	2200	2279
Mental Health Technician III	1969	2045	2123	2202	2281	2360
Mental Health Technician IV	2037	2116	2198	2279	2360	2449
Mental Health Technician V	2114	2196	2279	2360	2449	2536
Mental Health Technician VI	2140	2222	2306	2392	2479	2566
Mental Health Technician	1628	1674	1722	1772	1822	1872
Trainee I						
Musician	1969	2045	2123	2202	2281	2360
Pest Control Operator	2088	2170	2240	2320	2400	2480
Physical Therapy Aide I	1731	1799	1867	1936	2015	2094

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Physical Therapy Aide II	1899	1973	2050	2151
Physical Therapy Aide III	2114	2196	2279	2405
Rehabilitation Workshop Instructor I	1969	2045	2123	2228
Rehabilitation Workshop Instructor II	2204	2285	2367	2519
Residential Care Worker Trainee	2114	2196	2279	2405
Security Therapy Aide I	2397	2486	2582	2724
Security Therapy Aide II	2643	2745	2852	3018
Security Therapy Aide III	2767	2878	2986	3161
Security Therapy Aide Trainee	2025	2101	2173	2287
Social Service Aide I	1969	2045	2123	2228
Social Service Aide II	2114	2196	2279	2405
Social Service Aide Trainee	1678	1735	1782	1874
Support Service Supervisor I	2088	2170	2240	2360
Support-Service-Supervisor-I	2009	2079	2149	2264
Support Service Supervisor II	2321	2405	2497	2636
Support-Service-Supervisor-II	2102	2185	2261	2340
Support Service Worker I	1731	1785	1836	1929
Support Service Worker III	1859	1918	1979	2081
Transportation Coordinator	2509	2607	2706	2861
Transportation Officer I	1592	1643	1694	1740
Veterans Nursing Assistant - Certified	1969	2045	2123	2228

Note: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Full-time employees who are receiving the flat-rate pension formula will receive a one-time lump sum payment of \$565.

3/Entry-level-step-in-third-year-of-contract

Effective: July 1, 1998

	S T E P S			
	1c	1b	1a	1
Activity Program Aide I	1454	1498	1543	1589
Activity Program Aide II	1500	1545	1591	1639
Apparel/Dry Goods Specialist I	1500	1545	1591	1639
Apparel/Dry Goods Specialist II	1599	1647	1696	1747
Apparel/Dry Goods Specialist III	1996	2056	2118	2182
Children's Shelter Care Associate	1778	1831	1886	1943
Clinical Laboratory Associate	1592	1640	1689	1740
Clinical Laboratory Phlebotomist	1540	1586	1634	1683
Clinical Laboratory Technician I	1776	1829	1884	1941
		2	3	
Activity Program Aide I		1651	1717	
Apparel/Dry Goods Specialist I		1702	1769	
Apparel/Dry Goods Specialist II		1702	1769	
Apparel/Dry Goods Specialist III		1815	1884	
Children's Shelter Care Associate		2273	2363	
Clinical Laboratory Associate		2017	2098	
Clinical Laboratory Phlebotomist		1799	1863	
Clinical Laboratory Technician I		1740	1796	
		2025	2098	

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Clinical Laboratory Technician II	1942	2000	2060	2122	2212	2295
Commissary Clerk	1487	1532	1578	1625	1677	1727
Commissary Manager I	1535	1581	1628	1677	1728	1779
Commissary Manager II	1657	1707	1758	1811	1861	1913
Cook I	1582	1629	1678	1728	1774	1819
Cook II	1714	1765	1818	1873	1925	1972
Educator Aide	1828	1883	1939	1997	2056	2115
Facility Assistant Fire Chief	1908	1965	2024	2085	2147	2205
Facility Fire Safety Coordinator	1908	1965	2024	2085	2147	2205
Facility Firefighter	1766	1819	1874	1930	1994	2055
Florist II	1828	1883	1939	1997	2056	2115
Institutional Maintenance Worker	1642	1691	1742	1794	1848	1901
Laboratory Assistant	1441	1484	1529	1575	1628	1681
Laboratory Associate I	1776	1829	1884	1941	1998	2055
Laboratory Associate II	1942	2000	2060	2122	2185	2245
Licensed Practical Nurse I	1760	1813	1867	1923	1974	2025
Licensed Practical Nurse II	1846	1901	1958	2017	2076	2135
Locksmith	2413	2484	2557	2633	2719	2808
Mental Health Technician I	1500	1545	1591	1639	1686	1733
Mental Health Technician II	1599	1647	1696	1747	1795	1844
Mental Health Technician III	1657	1707	1758	1811	1861	1913
Mental Health Technician IV	1714	1765	1818	1873	1925	1972
Mental Health Technician V	1778	1831	1886	1943	1998	2055
Mental Health Technician VI	1798	1852	1908	1965	2020	2075
Mental Health Technician Trainee I	1401	1443	1486	1531	1575	1628
Musician	1657	1707	1758	1811	1861	1913
Pest Control Operator	1760	1813	1867	1923	1974	2025
Physical Therapy Aide I	1454	1498	1543	1589	1631	1677
Physical Therapy Aide II	1599	1647	1696	1747	1795	1844
Physical Therapy Aide III	1778	1831	1886	1943	1998	2055
Rehabilitation Workshop Instructor I	1657	1707	1758	1811	1861	1913
Rehabilitation Workshop Instructor II	1846	1901	1958	2017	2066	2115
Residential Care Worker	1778	1831	1886	1943	1998	2055
Residential Care Worker Trainee	1647	1696	1747	1799	1850	1901
Security Therapy Aide I	2001	2061	2123	2187	2248	2309
Security Therapy Aide II	2196	2262	2330	2400	2461	2522
Security Therapy Aide III	2293	2362	2433	2506	2579	2644
Security Therapy Aide Trainee	1710	1761	1814	1868	1923	1974
Social Service Aide I	1657	1707	1758	1811	1861	1913
Social Service Aide II	1778	1831	1886	1943	1998	2055
Social Service Aide Trainee	1441	1484	1529	1575	1628	1681
Support Services Supervisor I	1760	1813	1867	1923	1974	2025
Support Services Supervisor II	1942	2000	2060	2122	2185	2245
Support Services Worker II	1487	1532	1578	1625	1677	1727

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

	1582	1629	1678	1728	1794	1849	S T E P S (cont.)						
	2091	2154	2219	2286	2378	2484	4	5	6	7			
Support Services Worker III	2196	2262	2330	2400	2505	2607	1783	1853	1923	2017			
Transportation Coordinator	1657	1707	1758	1811	1881	1953	1835	1908	1981	2076			
Transportation Officer I							1835	1908	1981	2076			
Veterans Nursing Assistant -							1956	2032	2112	2216			
Certified							2460	2550	2636	2785			
							2177	2262	2347	2477			
Activity Program Aide I							1926	1989	2055	2165			
Activity Program Aide II							1858	1916	1978	2078			
Apparel/Dry Goods Specialist I							2178	2255	2336	2466			
Apparel/Dry Goods Specialist II							2391	2477	2572	2715			
Apparel/Dry Goods Specialist III							1783	1839	1891	1987			
Children's Shelter Care Associate							1846	1901	1961	2056			
Clinical Laboratory Associate							2028	2106	2187	2295			
Clinical Laboratory Phlebotomist							1915	1976	2038	2143			
Clinical Laboratory Technician I							2098	2179	2264	2377			
Clinical Laboratory Technician II							2247	2329	2410	2546			
Commissary Clerk							2334	2421	2509	2652			
Commissary Manager I							2334	2421	2509	2652			
Commissary Manager II							2144	2220	2293	2412			
Cook I							2247	2329	2410	2546			
Cook II							1988	2053	2122	2237			
Educator Aide							1728	1787	1835	1930			
Facility Assistant Fire Chief							2178	2255	2336	2466			
Facility Fire Safety Coordinator							2391	2477	2572	2715			
Facility Firefighter							2151	2235	2307	2431			
Florist II							2270	2354	2438	2595			
Institutional Maintenance Worker							2987	3104	3220	3405			
Laboratory Assistant							1835	1908	1981	2076			
Laboratory Associate I							1956	2032	2112	2216			
Laboratory Associate II							2028	2106	2187	2295			
Licensed Practical Nurse I							2098	2179	2264	2377			
Licensed Practical Nurse II							2177	2262	2347	2477			
Locksmith							2204	2289	2375	2498			
Mental Health Technician I							1677	1724	1774	1865			
Mental Health Technician II							2028	2106	2187	2295			
Mental Health Technician III							2151	2235	2307	2431			
Mental Health Technician IV							1783	1853	1923	2017			
Mental Health Technician V							1956	2032	2112	2216			
Mental Health Technician VI							2177	2262	2347	2477			
Mental Health Technician							2204	2289	2375	2498			
Trainee I							1677	1724	1774	1865			
Musician							2028	2106	2187	2295			
Pest Control Operator							2151	2235	2307	2431			
Physical Therapy Aide I							1783	1853	1923	2017			
Physical Therapy Aide II							1956	2032	2112	2216			
Physical Therapy Aide III							2177	2262	2347	2477			

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

	2028	2106	2187	2295	S T E P S						
	2270	2354	2438	2595	1b	1c	1a	1b	1c	1a	1b
Rehabilitation Workshop					1543	1498	1589	1543	1498	1589	1637
Instructor I					1591	1545	1639	1591	1545	1639	1688
Rehabilitation Workshop					1591	1545	1639	1591	1545	1639	1688
Instructor II					1696	1647	1747	1696	1647	1747	1799
Residential Care Worker					2118	2056	2182	2118	2056	2182	2247
Residential Care Worker					1886	1831	1943	1886	1831	1943	2001
Trainee					1689	1640	1740	1689	1640	1740	1792
Security Therapy Aide I					1634	1586	1683	1634	1586	1683	1733
Security Therapy Aide II					1884	1829	1941	1884	1829	1941	1999
Security Therapy Aide III					2000	2000	2122	2000	2000	2122	2186
Security Therapy Aide Trainee					1578	1532	1625	1578	1532	1625	1674
Social Service Aide I					1628	1581	1677	1628	1581	1677	1727
Social Service Aide II					1758	1707	1811	1758	1707	1811	1865
Social Service Aide Trainee					1678	1629	1728	1678	1629	1728	1780
Support Services Supervisor I					1818	1765	1873	1818	1765	1873	1929
Support Services Supervisor II					1939	1883	1997	1939	1883	1997	2057
Support Services Worker I					2024	1965	2085	2024	1965	2085	2148
Support Services Worker II					2148	2085	2234	2148	2085	2234	2314
Support Services Worker III					2148	2085	2234	2148	2085	2234	2314
Transportation Coordinator					2148	2085	2234	2148	2085	2234	2314
Transportation Officer I					2148	2085	2234	2148	2085	2234	2314
Veterans Nursing Assistant -					2148	2085	2234	2148	2085	2234	2314
Certified					2148	2085	2234	2148	2085	2234	2314

Note: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Effective: July 1, 1999

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Facility Firefighter	<u>1819</u>	<u>1874</u>	<u>1930</u>	<u>1988</u>	<u>2054</u>	<u>2135</u>
Florist II	<u>1883</u>	<u>1939</u>	<u>1997</u>	<u>2057</u>	<u>2149</u>	<u>2230</u>
Institutional Maintenance Worker	<u>1691</u>	<u>1742</u>	<u>1794</u>	<u>1848</u>	<u>1914</u>	<u>1977</u>
Laboratory Assistant	<u>1484</u>	<u>1529</u>	<u>1575</u>	<u>1622</u>	<u>1677</u>	<u>1731</u>
Laboratory Associate I	<u>1829</u>	<u>1884</u>	<u>1941</u>	<u>1999</u>	<u>2086</u>	<u>2161</u>
Laboratory Associate II	<u>2000</u>	<u>2060</u>	<u>2122</u>	<u>2186</u>	<u>2278</u>	<u>2364</u>
Licensed Practical Nurse I	<u>1813</u>	<u>1867</u>	<u>1923</u>	<u>1981</u>	<u>2054</u>	<u>2137</u>
Licensed Practical Nurse II	<u>1901</u>	<u>1958</u>	<u>2017</u>	<u>2078</u>	<u>2169</u>	<u>2251</u>
Locksmith	<u>2485</u>	<u>2559</u>	<u>2634</u>	<u>2712</u>	<u>2831</u>	<u>2954</u>
Mental Health Technician I	<u>1545</u>	<u>1591</u>	<u>1639</u>	<u>1688</u>	<u>1753</u>	<u>1822</u>
Mental Health Technician II	<u>1647</u>	<u>1696</u>	<u>1747</u>	<u>1799</u>	<u>1869</u>	<u>1941</u>
Mental Health Technician III	<u>1707</u>	<u>1758</u>	<u>1811</u>	<u>1865</u>	<u>1937</u>	<u>2012</u>
Mental Health Technician IV	<u>1765</u>	<u>1818</u>	<u>1873</u>	<u>1929</u>	<u>2003</u>	<u>2083</u>
Mental Health Technician V	<u>1831</u>	<u>1886</u>	<u>1943</u>	<u>2001</u>	<u>2078</u>	<u>2161</u>
Mental Health Technician VI	<u>1852</u>	<u>1908</u>	<u>1965</u>	<u>2024</u>	<u>2101</u>	<u>2186</u>
Mental Health Technician Trainee I	<u>1443</u>	<u>1486</u>	<u>1531</u>	<u>1577</u>	<u>1622</u>	<u>1677</u>
Musician	<u>1707</u>	<u>1758</u>	<u>1811</u>	<u>1865</u>	<u>1937</u>	<u>2012</u>
Pest Control Operator	<u>1813</u>	<u>1867</u>	<u>1923</u>	<u>1981</u>	<u>2054</u>	<u>2137</u>
Physical Therapy Aide I	<u>1498</u>	<u>1543</u>	<u>1589</u>	<u>1637</u>	<u>1701</u>	<u>1769</u>
Physical Therapy Aide II	<u>1647</u>	<u>1696</u>	<u>1747</u>	<u>1799</u>	<u>1869</u>	<u>1941</u>
Physical Therapy Aide III	<u>1831</u>	<u>1886</u>	<u>1943</u>	<u>2001</u>	<u>2078</u>	<u>2161</u>
Rehabilitation Workshop Instructor I	<u>1707</u>	<u>1758</u>	<u>1811</u>	<u>1865</u>	<u>1937</u>	<u>2012</u>
Rehabilitation Workshop Instructor II	<u>1901</u>	<u>1958</u>	<u>2017</u>	<u>2078</u>	<u>2169</u>	<u>2251</u>
Residential Care Worker	<u>1831</u>	<u>1886</u>	<u>1943</u>	<u>2001</u>	<u>2078</u>	<u>2161</u>
Residential Care Worker Trainee	<u>1696</u>	<u>1747</u>	<u>1799</u>	<u>1853</u>	<u>1924</u>	<u>1993</u>
Security Therapy Aide I	<u>2061</u>	<u>2123</u>	<u>2187</u>	<u>2253</u>	<u>2346</u>	<u>2442</u>
Security Therapy Aide II	<u>2262</u>	<u>2330</u>	<u>2400</u>	<u>2472</u>	<u>2580</u>	<u>2685</u>
Security Therapy Aide III	<u>2362</u>	<u>2433</u>	<u>2506</u>	<u>2581</u>	<u>2698</u>	<u>2816</u>
Security Therapy Aide Trainee	<u>1761</u>	<u>1814</u>	<u>1868</u>	<u>1924</u>	<u>1996</u>	<u>2074</u>
Social Service Aide I	<u>1707</u>	<u>1758</u>	<u>1811</u>	<u>1865</u>	<u>1937</u>	<u>2012</u>
Social Service Aide II	<u>1831</u>	<u>1886</u>	<u>1943</u>	<u>2001</u>	<u>2078</u>	<u>2161</u>
Social Service Aide Trainee	<u>1484</u>	<u>1529</u>	<u>1575</u>	<u>1622</u>	<u>1677</u>	<u>1731</u>
Support Services Supervisor I	<u>1813</u>	<u>1867</u>	<u>1923</u>	<u>1981</u>	<u>2054</u>	<u>2137</u>
Support Services Supervisor II	<u>2000</u>	<u>2060</u>	<u>2122</u>	<u>2186</u>	<u>2278</u>	<u>2364</u>
Support Services Worker I	<u>1532</u>	<u>1578</u>	<u>1625</u>	<u>1674</u>	<u>1727</u>	<u>1779</u>
Support Services Worker II	<u>1629</u>	<u>1678</u>	<u>1728</u>	<u>1780</u>	<u>1848</u>	<u>1904</u>
Transportation Coordinator	<u>2154</u>	<u>2219</u>	<u>2286</u>	<u>2355</u>	<u>2449</u>	<u>2559</u>
Transportation Officer I	<u>2262</u>	<u>2330</u>	<u>2400</u>	<u>2472</u>	<u>2580</u>	<u>2685</u>
Veterans Nursing Assistant - Certified	<u>1707</u>	<u>1758</u>	<u>1811</u>	<u>1865</u>	<u>1937</u>	<u>2012</u>

S T E P S (cont.)

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DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Activity Program Aide I	<u>1836</u>	<u>1909</u>	<u>1981</u>	<u>2078</u>
Activity Program Aide II	<u>1890</u>	<u>1965</u>	<u>2040</u>	<u>2138</u>
Apparel/Dry Goods Specialist I	<u>1890</u>	<u>1965</u>	<u>2040</u>	<u>2138</u>
Apparel/Dry Goods Specialist II	<u>2015</u>	<u>2093</u>	<u>2175</u>	<u>2282</u>
Apparel/Dry Goods Specialist III	<u>2534</u>	<u>2627</u>	<u>2715</u>	<u>2869</u>
Children's Shelter Care Associate	<u>2242</u>	<u>2330</u>	<u>2417</u>	<u>2551</u>
Clinical Laboratory Associate	<u>1984</u>	<u>2049</u>	<u>2117</u>	<u>2230</u>
Clinical Laboratory Phlebotomist	<u>1914</u>	<u>1973</u>	<u>2037</u>	<u>2140</u>
Clinical Laboratory Technician I	<u>2243</u>	<u>2323</u>	<u>2406</u>	<u>2540</u>
Clinical Laboratory Technician II	<u>2463</u>	<u>2551</u>	<u>2649</u>	<u>2796</u>
Commissary Clerk	<u>1836</u>	<u>1894</u>	<u>1948</u>	<u>2047</u>
Commissary Manager I	<u>1901</u>	<u>1958</u>	<u>2020</u>	<u>2118</u>
Commissary Manager II	<u>2089</u>	<u>2169</u>	<u>2253</u>	<u>2364</u>
Cook I	<u>1972</u>	<u>2035</u>	<u>2099</u>	<u>2207</u>
Cook II	<u>2161</u>	<u>2244</u>	<u>2332</u>	<u>2448</u>
Educator Aide	<u>2314</u>	<u>2399</u>	<u>2482</u>	<u>2622</u>
Facility Assistant Fire Chief	<u>2404</u>	<u>2494</u>	<u>2584</u>	<u>2732</u>
Facility Fire Safety Coordinator	<u>2404</u>	<u>2494</u>	<u>2584</u>	<u>2732</u>
Facility Firefighter	<u>2208</u>	<u>2287</u>	<u>2362</u>	<u>2484</u>
Florist II	<u>2314</u>	<u>2399</u>	<u>2482</u>	<u>2622</u>
Institutional Maintenance Worker	<u>2048</u>	<u>2115</u>	<u>2186</u>	<u>2304</u>
Laboratory Assistant	<u>1780</u>	<u>1841</u>	<u>1890</u>	<u>1988</u>
Laboratory Associate I	<u>2243</u>	<u>2323</u>	<u>2406</u>	<u>2540</u>
Laboratory Associate II	<u>2463</u>	<u>2551</u>	<u>2649</u>	<u>2796</u>
Licensed Practical Nurse I	<u>2216</u>	<u>2302</u>	<u>2376</u>	<u>2504</u>
Licensed Practical Nurse II	<u>2338</u>	<u>2425</u>	<u>2511</u>	<u>2673</u>
Locksmith	<u>3077</u>	<u>3197</u>	<u>3317</u>	<u>3507</u>
Mental Health Technician I	<u>1890</u>	<u>1965</u>	<u>2040</u>	<u>2138</u>
Mental Health Technician II	<u>2015</u>	<u>2093</u>	<u>2175</u>	<u>2282</u>
Mental Health Technician III	<u>2089</u>	<u>2169</u>	<u>2253</u>	<u>2364</u>
Mental Health Technician IV	<u>2161</u>	<u>2244</u>	<u>2332</u>	<u>2448</u>
Mental Health Technician V	<u>2242</u>	<u>2330</u>	<u>2417</u>	<u>2551</u>
Mental Health Technician VI	<u>2270</u>	<u>2358</u>	<u>2446</u>	<u>2573</u>
Mental Health Technician Trainee I	<u>1727</u>	<u>1776</u>	<u>1827</u>	<u>1921</u>
Musician	<u>2089</u>	<u>2169</u>	<u>2253</u>	<u>2364</u>
Pest Control Operator	<u>2216</u>	<u>2302</u>	<u>2376</u>	<u>2504</u>
Physical Therapy Aide I	<u>1836</u>	<u>1909</u>	<u>1981</u>	<u>2078</u>
Physical Therapy Aide II	<u>2015</u>	<u>2093</u>	<u>2175</u>	<u>2282</u>
Physical Therapy Aide III	<u>2242</u>	<u>2330</u>	<u>2417</u>	<u>2551</u>
Physical Therapy Aide IIII	<u>2242</u>	<u>2330</u>	<u>2417</u>	<u>2551</u>
Rehabilitation Workshop	<u>2089</u>	<u>2169</u>	<u>2253</u>	<u>2364</u>
Instructor I	<u>2338</u>	<u>2425</u>	<u>2511</u>	<u>2673</u>
Rehabilitation Workshop Instructor II	<u>2242</u>	<u>2330</u>	<u>2417</u>	<u>2551</u>
Residential Care Worker	<u>2069</u>	<u>2135</u>	<u>2208</u>	<u>2326</u>
Residential Care Worker Trainee	<u>2543</u>	<u>2638</u>	<u>2739</u>	<u>2890</u>
Security Therapy Aide I	<u>2543</u>	<u>2638</u>	<u>2739</u>	<u>2890</u>

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Security Therapy Aide II	2804	2912	3026	3202
Security Therapy Aide III	2936	3053	3168	3354
Security Therapy Aide Trainee	2149	2229	2305	2427
Social Service Aide I	2089	2169	2253	2364
Social Service Aide II	2242	2330	2417	2551
Social Service Aide Trainee	1780	1841	1890	1988
Support Services Supervisor I	2216	2302	2376	2504
Support Services Supervisor II	2463	2551	2649	2796
Support Services Worker II	1836	1894	1948	2047
Support Services Worker III	1972	2035	2099	2207
Transportation Coordinator	2662	2766	2871	3035
Transportation Officer I	2804	2912	3026	3202
Veterans Nursing Assistant - Certified	2089	2169	2253	2364

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

(Source: Peremptory amendment at 21 Ill. Reg. 142.67, effective October 14, 1997)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Section 310.TABLE J RC-014 (Clerical Employees, AFSCME)

Effective--July-17-1994

	1	2	3
Account-Clerk-I	1447	1490	1540
Account-Clerk-II	1546	1592	1647
Account-Technician-I	1724	1776	1853
Account-Technician-II	1885	1942	2024
Administrative-Services-Worker Trainee	1324	1364	1401
Aircraft-Dispatcher	1885	1942	2024
Aircraft-Head-Dispatcher	2662	2724	2809
Audio-Visual-Technician-I	1495	1540	1592
Audio-Visual-Technician-II	1660	1710	1774
Buyer-Assistant	1724	1776	1853
Check-Issuance-Machine-Operator	1660	1710	1774
Clerical-Trainee	WR	1710	1774
Communication-Dispatcher	1660	1710	1774
Communication-Equipment Technician-I	2373	2444	2561
Communication-Equipment Technician-II	2637	2716	2861
Communication-Equipment Technician-III	2786	2870	2954
Court-Reporter	2153	2210	2321
Data-Processing-Assistant	1495	1540	1592
Data-Processing-Operator	1399	1441	1490
Data-Processing-Operator-Trainee	1324	1364	1401
Drafting-Worker	1880	1854	1931
Electronic-Equipment-Installer/Repairer	1724	1776	1853
Electronic-Equipment-Installer/Repairer-Headworker	1885	1942	2024
Electronics-Technician	2153	2210	2321
Emergency-Response-Head Telecommunicator	1885	1942	2024
Emergency-Response-Telecommunicator	1724	1776	1853
Engineering-Technician-I	1967	2026	2112
Engineering-Technician-II	2262	2330	2438
Executive-Secretary-I	1880	1854	1931
Executive-Secretary-II	2062	2124	2216
Graphic-Arts-Designer	1885	1942	2024
Industrial-Commission-Reporter	2262	2330	2438
Industrial-Commission-Technician	1880	1854	1931
Insurance-Analyst-I	1660	1710	1774

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Insurance-Analyst-II	1885	1942	2024	2100
Insurance-Analyst-Trainee	1546	1592	1647	1705
Intermittent-Clerk	8-15	8-39	8-62	8-87
Library-Aide-I	1360	1401	1441	1490
Library-Aide-II	1447	1490	1540	1591
Library-Aide-III	1546	1592	1647	1705
Library-Technical-Assistant	1724	1776	1853	1920
Licensing-Quality-Assurance-Analyst	1660	1710	1774	1843
Microfilm-Laboratory-Technician-I	1546	1592	1647	1705
Microfilm-Laboratory-Technician-II	1660	1710	1774	1843
Microfilm-Operator-I	1399	1441	1490	1530
Microfilm-Operator-II	1495	1540	1592	1644
Microfilm-Operator-III	1599	1647	1710	1771
Office-Aide	1324	1364	1401	1441
Office-Assistant	1495	1540	1592	1644
Office-Associate	1599	1647	1710	1771
Office-Clerk	1399	1441	1490	1530
Office-Coordinator	1660	1710	1774	1843
Photographer-I	1800	1854	1931	2002
Photographer-II	2062	2124	2216	2309
Photographer-III	2153	2210	2321	2422
Photographic-Technician-I	1800	1854	1931	2002
Photographic-Technician-II	2062	2124	2216	2309
Photographic-Technician-III	2153	2210	2321	2422
Procurement-Representative	1660	1710	1774	1843
Property-&Supply-Clerk-I	1399	1441	1487	1535
Property-&Supply-Clerk-II	1490	1535	1582	1640
Property-Tax-Examiner	1660	1710	1774	1843
Rehabilitation-Case-Coordinator-I	1546	1592	1647	1705
Rehabilitation-Case-Coordinator-II	1660	1710	1774	1843
Reproduction-Service-Technician-I	1447	1490	1540	1591
Reproduction-Service-Technician-II	1660	1710	1774	1843
Reproduction-Service-Technician-III	1800	1854	1931	2002
Safety-Responsibility-Analyst-I	1660	1710	1774	1843
Safety-Responsibility-Analyst-II	1885	1942	2024	2100
Storekeeper-I	1786	1840	1909	1986
Storekeeper-II	1930	1996	2081	2162
Stores-Clerk	1444	1487	1535	1581
Switchboard-Operator-I	1399	1441	1490	1530
Switchboard-Operator-II	1495	1540	1592	1644
Tax-Examiner	1660	1710	1774	1843
Tax-Examiner-Trainee	1495	1540	1592	1644
Taxpayer-Service-Representative-I	1495	1540	1592	1644
Taxpayer-Service-Representative-II	1660	1710	1774	1843
Taxpayer-Service-Representative-III	1885	1942	2024	2100
Telecommunications-Field-Advisor	2153	2210	2321	2422
Telecommunications-Advisor-Head Worker	2373	2444	2561	2680

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Telecommunicator	1885	1942	2024	2100
Telecommunicator-Command-Center	1967	2026	2112	2202
Telecommunicator-Head-Worker	2062	2124	2216	2309
Telecommunicator-Head-Worker-Command-Center	2153	2210	2321	2422
Telecommunicator-Trainee	1724	1776	1853	1920
Vehicle-Permit-Evaluator	1800	1854	1931	2002
Veterans-Service-Officer-Associate	1800	1854	1931	2002

S-U-B-P-S-Content

4	5	6	7
1642	1690	1710	1826
1763	1820	1881	1982
1993	2063	2138	2256
2187	2267	2353	2484
1489	1532	1574	1647
2187	2267	2353	2484
2412	2504	2601	2751
1700	1753	1810	1901
1909	1981	2049	2155
1993	2063	2138	2256
1909	1981	2049	2155
2792	2906	3024	3204
3126	3250	3395	3600
3305	3447	3589	3809
2521	2624	2722	2884
1700	1753	1810	1901
1489	1532	1574	1647
2084	2161	2235	2360
1993	2063	2138	2256
2187	2267	2353	2484
2521	2624	2722	2884
2187	2267	2353	2484
2291	2378	2469	2609
2655	2766	2877	3047
2804	2161	2235	2360
2412	2504	2601	2751
2187	2267	2353	2484
2655	2766	2877	3047
2084	2161	2235	2360
1909	1981	2049	2155
2187	2267	2353	2484
1763	1820	1881	1982
9-16	9-43	9-69	10-14
1595	1578	1623	1701

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Property & Supply Clerk-II	1490	1535	1561	1629	1699
Property Tax Examiner	1660	1710	1761	1837	1890
Rehabilitation Case Coordinator					
I	1546	1592	1640	1696	1756
Rehabilitation Case Coordinator					
II	1660	1710	1761	1837	1890
Reproduction Service Technician					
I	1447	1490	1535	1586	1639
Reproduction Service Technician					
II	1660	1710	1761	1837	1890
Reproduction Service Technician					
III	1800	1854	1910	1969	2022
Safety Responsibility Analyst	1885	1942	2000	2055	2163
Storekeeper-I	1786	1840	1895	1966	2046
Storekeeper-II	1930	1996	2056	2143	2227
Stores Clerk	1444	1487	1532	1581	1620
Switchboard Operator-I	1399	1441	1484	1535	1584
Switchboard Operator-II	1495	1540	1586	1640	1693
Telecommunications Field					
Adviser	2153	2210	2285	2391	2495
Telecommunications-Advisor					
Head	2373	2444	2517	2630	2760
Worker					
Telecommunicator	1885	1942	2000	2055	2163
Telecommunicator-Command					
Center	1967	2026	2087	2175	2260
Telecommunicator-Call-Taker	1967	2026	2087	2175	2260
Telecommunicator-Head-Call-Taker	2153	2210	2285	2391	2495
Telecommunicator-Head-Worker	2062	2124	2188	2282	2378
Telecommunicator-Head-Worker-	2153	2210	2285	2391	2495
Command-Center					
Telecommunicator-Trainee	1724	1776	1829	1909	1978
Vehicle-Permit-Evaluator	1800	1854	1910	1989	2062
Veterans-Service-Officer					
Associate	1800	1854	1910	1989	2062

S-X-B-P-S-(cont-)

4 5 6 7
1691 1741 1792 1801
1816 1875 1937 2041
2053 2125 2202 2324
2253 2335 2424 2559
1534 1570 1621 1696
2253 2335 2424 2559
2404 2579 2679 2934
1751 1806 1864 1950
1966 2040 2110 2220
2053 2125 2202 2324

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Trainee	1324	1364	1405	1443	1484
Drafting Worker	1800	1854	1910	1969	2062
Electronic Equipment					
Installer	1724	1776	1829	1899	1970
Repairer					
Electronic Equipment					
Installer	1805	1842	2000	2085	2163
Repairer-Headworker					
Electronics Technician	2153	2210	2285	2391	2495
Emergency-Response-Head	1805	1842	2000	2085	2163
Telecommunicator					
Emergency Response	1724	1776	1829	1899	1970
Telecommunicator	1967	2026	2087	2175	2260
Engineering Technician-II	2262	2330	2400	2511	2625
Engineering Technician-III	1800	1854	1910	1969	2062
Executive-Secretary-I	2062	2124	2188	2282	2378
Graphic-Arts-Designer	1805	1842	2000	2085	2163
Graphic-Arts-Technician	2262	2330	2400	2511	2625
Industrial-Commission-Reporter					
Industrial-Commission	1800	1854	1910	1969	2062
Technician	1660	1710	1761	1827	1890
Insurance-Analyst-I	1805	1842	2000	2085	2163
Insurance-Analyst-II	1546	1592	1640	1696	1756
Insurance-Analyst-Trainee	8-15	8-39	8-65	8-88	9-13
Intermittent-Clerk	1360	1401	1443	1484	1535
Library-Aide-I	1447	1490	1535	1586	1639
Library-Aide-II	1724	1776	1829	1899	1970
Library-Technical-Assistant					
Microfilm-Laboratory-Technician	1546	1592	1640	1696	1756
I					
Microfilm-Laboratory-Technician	1660	1710	1761	1827	1890
II	1399	1441	1484	1535	1584
Microfilm-Operator-I	1495	1540	1586	1640	1693
Microfilm-Operator-II	1399	1447	1495	1543	1594
Microfilm-Operator-III	1324	1364	1405	1443	1484
Office-Aide	1495	1540	1586	1640	1693
Office-Assistant	1599	1647	1696	1761	1824
Office-Associate	1399	1441	1484	1535	1584
Office-Clerk	1660	1710	1761	1827	1890
Office-Coordinator	1800	1854	1910	1989	2062
Photographer-I	2062	2124	2188	2282	2378
Photographer-II	2153	2210	2285	2391	2495
Photographer-III	1800	1854	1910	1969	2062
Photographic-Technician-I	2062	2124	2188	2282	2378
Photographic-Technician-II	2153	2210	2285	2391	2495
Photographic-Technician-III	1660	1710	1761	1827	1890
Procurement-Representative	1399	1441	1484	1532	1581
Property & Supply Clerk-I					

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Check Issuance Machine Operator	1660	1710	1761	1814	1882	1955
Clerical Trainee	TR					
Communication Dispatcher	1660	1710	1761	1814	1882	1955
Communication Equipment Technician I	2373	2444	2517	2593	2717	2843
Communication Equipment Technician II	2637	2716	2797	2881	3028	3170
Communication Equipment Technician III	2786	2870	2956	3045	3197	3348
Court Reporter	2153	2218	2285	2354	2463	2570
Data Processing Assistant	1495	1540	1586	1634	1689	1744
Data Processing Operator	1399	1441	1484	1529	1581	1632
Data Processing Operator Trainee	1324	1364	1405	1447	1486	1529
Drafting Worker	1800	1854	1910	1967	2049	2124
Electronic Equipment	1724	1776	1829	1884	1966	2037
Electronic Equipment	1885	1942	2000	2060	2148	2228
Installer/Repairer Leadworker						
Electronics Technician	2153	2218	2285	2354	2463	2570
Emergency Response Lead	1885	1942	2000	2060	2148	2228
Telecommunicator						
Emergency Response	1724	1776	1829	1884	1966	2037
Telecommunicator						
Engineering Technician II	1967	2026	2087	2150	2240	2336
Engineering Technician III	2262	2330	2400	2472	2586	2704
Executive Secretary I	1800	1854	1910	1967	2049	2124
Graphic Arts Designer	2062	2124	2188	2254	2350	2449
Graphic Arts Technician	1885	1942	2000	2060	2148	2228
Industrial Commission Reporter	2262	2330	2400	2472	2586	2704
Industrial Commission Technician	1800	1854	1910	1967	2049	2124
Insurance Analyst I	1660	1710	1761	1814	1882	1955
Insurance Analyst II	1885	1942	2000	2060	2148	2228
Insurance Analyst Trainee	1546	1592	1640	1689	1747	1809
Intermittent Clerk	8.15	8.39	8.65	8.90	9.14	9.41
Library Aide I	1360	1401	1443	1486	1529	1581
Library Aide II	1447	1490	1535	1581	1634	1688
Library Aide III	1546	1592	1640	1689	1747	1809
Library Technical Assistant	1724	1776	1829	1884	1966	2037
Microfilm Laboratory Technician I	1546	1592	1640	1689	1747	1809
Microfilm Laboratory Technician II	1660	1710	1761	1814	1882	1955
Microfilm Operator I	1399	1441	1484	1529	1581	1632
Microfilm Operator II	1495	1540	1586	1634	1689	1744
Microfilm Operator III	1599	1647	1696	1747	1814	1879
Office Aide	1324	1364	1405	1447	1486	1529
Office Assistant	1495	1540	1586	1634	1689	1744
Office Associate	1599	1647	1696	1747	1814	1879
Office Clerk	1399	1441	1484	1529	1581	1632
Office Coordinator	1660	1710	1761	1814	1882	1955
Photographer I	1800	1854	1910	1967	2049	2124
Photographer II	2062	2124	2188	2254	2350	2449

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Photographer III	2153	2218	2285	2354	2463	2570
Photographic Technician I	1800	1854	1910	1967	2049	2124
Photographic Technician II	2062	2124	2188	2254	2350	2449
Photographic Technician III	2153	2218	2285	2354	2463	2570
Procurement Representative	1660	1710	1761	1814	1882	1955
Property & Supply Clerk I	1399	1441	1484	1529	1578	1628
Property & Supply Clerk II	1490	1535	1581	1628	1678	1740
Property & Supply Clerk III	1599	1647	1696	1747	1814	1879
Property Tax Examiner	1660	1710	1761	1814	1882	1955
Rehabilitation Case Coordinator I	1546	1592	1640	1689	1747	1809
Rehabilitation Case Coordinator II	1660	1710	1761	1814	1882	1955
Reproduction Service Technician I	1447	1490	1535	1581	1634	1688
Reproduction Service Technician II	1660	1710	1761	1814	1882	1955
Reproduction Service Technician III	1800	1854	1910	1967	2049	2124
Safety Responsibility Analyst	1885	1942	2000	2060	2148	2228
Storekeeper I	1786	1840	1895	1952	2025	2107
Storekeeper II	1938	1996	2056	2118	2207	2294
Storekeeper III	2062	2124	2188	2254	2350	2449
Stores Clerk	1444	1487	1532	1578	1628	1677
Switchboard Operator I	1447	1490	1535	1581	1634	1688
Switchboard Operator II	1399	1441	1484	1529	1578	1628
Switchboard Operator III	1546	1592	1640	1689	1747	1809
Switchboard Operator-#	1495	1540	1586	1634	1689	1744
Telecommunications Field Advisor	2153	2218	2285	2354	2463	2570
Telecommunications Field Advisor	2373	2444	2517	2593	2717	2843
Lead Worker						
Telecommunicator	1885	1942	2000	2060	2148	2228
Telecommunicator-Command Center	1967	2026	2087	2150	2240	2336
Telecommunicator Call Taker	1967	2026	2087	2150	2240	2336
Telecommunicator Lead Call Taker	2153	2218	2285	2354	2463	2570
Telecommunicator Lead Worker	2062	2124	2188	2254	2350	2449
Telecommunicator Lead	2153	2218	2285	2354	2463	2570
Worker-Command Center						
Telecommunicator Trainee	1724	1776	1829	1884	1966	2037
Vehicle Permit Evaluator	1800	1854	1910	1967	2049	2124
Veterans Service Officer	1800	1854	1910	1967	2049	2124
Associate						

S T E P S (cont.)

4	5	6	7
1742	1793	1846	1937
1870	1931	1995	2102
2115	2189	2268	2394
2221	2405	2497	2636
1580	1625	1670	1747
2321	2405	2497	2636

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Telecommunicator-lead Specialist	2373	2444	2517	2593	2717
Telecommunicator-Specialist	2153	2218	2285	2354	2463
S-W-B-P-S-(cont-)					
3	4	5	6	7	
2843	2962	3003	3200	3399	
2570	2675	2704	2800	3060	
Effective:--September-16,-1996					
Account Clerk I	1490	1535	1581	1628	1683
Account Clerk II	1592	1640	1689	1740	1799
Account Technician I	1776	1829	1884	1941	2025
Account Technician II	1942	2000	2060	2122	2212
Administrative Services Worker Trainee	1364	1405	1447	1490	1531
Aircraft Dispatcher	1942	2000	2060	2122	2212
Aircraft Lead Dispatcher	2124	2188	2254	2322	2421
Audio Visual Technician I	1540	1586	1634	1683	1740
Audio Visual Technician II	1710	1761	1814	1868	1938
Buyer Assistant	1776	1829	1884	1941	2025
Check Issuance Machine Operator	1710	1761	1814	1868	1938
Clerical Trainee	TR				
Communication Dispatcher	1710	1761	1814	1868	1938
Communication Equipment Technician I	2444	2517	2593	2671	2799
Communication Equipment Technician II	2716	2797	2881	2967	3119
Account Clerk I	1490	1535	1581	1628	1683
Account Clerk II	1592	1640	1689	1740	1799
Account Technician I	1776	1829	1884	1941	2025
Account Technician II	1942	2000	2060	2122	2212
Administrative Services Worker Trainee	1364	1405	1447	1490	1531
Aircraft Dispatcher	1942	2000	2060	2122	2212
Aircraft Lead Dispatcher	2124	2188	2254	2322	2421
Audio Visual Technician I	1540	1586	1634	1683	1740
Audio Visual Technician II	1710	1761	1814	1868	1938
Buyer Assistant	1776	1829	1884	1941	2025
Check Issuance Machine Operator	1710	1761	1814	1868	1938
Clerical Trainee	TR				
Communication Dispatcher	1710	1761	1814	1868	1938
Communication Equipment Technician I	2444	2517	2593	2671	2799
Communication Equipment Technician II	2716	2797	2881	2967	3119

Effective: July 1, 1998

3/-Entry-level-step-in-second-year-of-contract-

Account Clerk I	1490	1535	1581	1628	1683
Account Clerk II	1592	1640	1689	1740	1799
Account Technician I	1776	1829	1884	1941	2025
Account Technician II	1942	2000	2060	2122	2212
Administrative Services Worker Trainee	1364	1405	1447	1490	1531
Aircraft Dispatcher	1942	2000	2060	2122	2212
Aircraft Lead Dispatcher	2124	2188	2254	2322	2421
Audio Visual Technician I	1540	1586	1634	1683	1740
Audio Visual Technician II	1710	1761	1814	1868	1938
Buyer Assistant	1776	1829	1884	1941	2025
Check Issuance Machine Operator	1710	1761	1814	1868	1938
Clerical Trainee	TR				
Communication Dispatcher	1710	1761	1814	1868	1938
Communication Equipment Technician I	2444	2517	2593	2671	2799
Communication Equipment Technician II	2716	2797	2881	2967	3119

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Communication Equipment Technician III	2870	2956	3045	3136	3293	3448
Court Reporter	2218	2285	2354	2425	2537	2647
Data Processing Assistant	1540	1586	1634	1683	1740	1796
Data Processing Operator	1441	1484	1529	1575	1628	1681
Data Processing Operator Trainee	1364	1405	1447	1490	1531	1575
Drafting Worker	1854	1910	1967	2026	2110	2188
Electronic Equipment	1776	1829	1884	1941	2025	2098
Electronic Equipment	1942	2000	2060	2122	2212	2295
Installer/Repairer Leadworker	2218	2285	2354	2425	2537	2647
Electronics Technician	1942	2000	2060	2122	2212	2295
Emergency Response Lead	1776	1829	1884	1941	2025	2098
Telecommunicator	1776	1829	1884	1941	2025	2098
Emergency Response	2026	2087	2150	2215	2307	2406
Telecommunicator	2330	2400	2472	2546	2664	2785
Engineering Technician II	1854	1910	1967	2026	2110	2188
Executive Secretary I	2124	2188	2254	2322	2421	2522
Graphic Arts Designer	1942	2000	2060	2122	2212	2295
Graphic Arts Technician	2330	2400	2472	2546	2664	2785
Industrial Commission Reporter	1854	1910	1967	2026	2110	2188
Industrial Commission Technician	1710	1761	1814	1868	1938	2014
Insurance Analyst I	1942	2000	2060	2122	2212	2295
Insurance Analyst II	1592	1640	1689	1740	1799	1863
Insurance Analyst Trainee	8.39	8.65	8.90	9.17	9.42	9.69
Intermittent Clerk	1401	1443	1486	1531	1575	1628
Library Aide I	1490	1535	1581	1628	1683	1739
Library Aide II	1592	1640	1689	1740	1799	1863
Library Aide III	1776	1829	1884	1941	2025	2098
Library Technical Assistant	1710	1761	1814	1868	1938	2014
Lottery Telemarketing Representative	1592	1640	1689	1740	1799	1863
Microfilm Laboratory Technician I	1710	1761	1814	1868	1938	2014
Microfilm Laboratory Technician II	1441	1484	1529	1575	1628	1681
Microfilm Operator I	1540	1586	1634	1683	1740	1796
Microfilm Operator II	1647	1696	1747	1799	1868	1935
Microfilm Operator III	1364	1405	1447	1490	1531	1575
Office Aide	1540	1586	1634	1683	1740	1796
Office Assistant	1647	1696	1747	1799	1868	1935
Office Associate	1441	1484	1529	1575	1628	1681
Office Clerk	1710	1761	1814	1868	1938	2014
Office Coordinator	1854	1910	1967	2026	2110	2188
Photographer I	2124	2188	2254	2322	2421	2522
Photographer II	2218	2285	2354	2425	2537	2647
Photographer III	1854	1910	1967	2026	2110	2188
Photographic Technician I	2124	2188	2254	2322	2421	2522
Photographic Technician II	2124	2188	2254	2322	2421	2522

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Photographic Technician III	2218	2285	2354	2425	2537	2647
Procurement Representative	1710	1761	1814	1868	1938	2014
Property & Supply Clerk I	1441	1484	1529	1575	1625	1677
Property & Supply Clerk II	1535	1581	1628	1677	1728	1792
Property & Supply Clerk III	1647	1696	1747	1799	1868	1935
Property Tax Examiner	1710	1761	1814	1868	1938	2014
Rehabilitation Case Coordinator I	1592	1640	1689	1740	1799	1863
Rehabilitation Case Coordinator II	1710	1761	1814	1868	1938	2014
Reproduction Service Technician I	1490	1535	1581	1628	1683	1739
Reproduction Service Technician II	1710	1761	1814	1868	1938	2014
Reproduction Service Technician III	1854	1910	1967	2026	2110	2188
Safety Responsibility Analyst	1942	2000	2060	2122	2212	2295
Storekeeper I	1840	1895	1952	2011	2086	2170
Storekeeper II	1996	2056	2118	2182	2273	2363
Storekeeper III	2124	2188	2254	2322	2421	2522
Stores Clerk	1487	1532	1578	1625	1677	1727
Switchboard Operator I	1490	1535	1581	1628	1683	1739
Switchboard Operator II	1592	1640	1689	1740	1799	1863
Telecommunications Field Advisor	2218	2285	2354	2425	2537	2647
Telecommunications Field Advisor	2444	2517	2593	2671	2799	2928
Lead Worker						
Telecommunicator	1942	2000	2060	2122	2212	2295
Telecommunicator-Command Center	2026	2087	2150	2215	2307	2406
Telecommunicator Call Taker	2026	2087	2150	2215	2307	2406
Telecommunicator Lead Call	2218	2285	2354	2425	2537	2647
Taker						
Telecommunicator Lead	2444	2517	2593	2671	2799	2928
Specialist						
Telecommunicator Lead Worker	2124	2188	2254	2322	2421	2522
Telecommunicator Lead	2218	2285	2354	2425	2537	2647
Worker-Command Center						
Telecommunicator Specialist	2218	2285	2354	2425	2537	2647
Telecommunicator	1776	1829	1884	1941	2025	2098
Trainee						
Vehicle Permit Evaluator	1854	1910	1967	2026	2110	2188
Veterans Service Officer	1854	1910	1967	2026	2110	2188
Associate						

S T E P S (cont.)

Account Clerk I	4	5	6	7
Account Clerk II	1794	1847	1901	1995
Account Technician I	1926	1989	2055	2165
Account Technician II	2178	2255	2336	2466
Administrative Services Worker	2391	2477	2572	2715
Trainee	1627	1674	1720	1799
Aircraft Dispatcher	2391	2477	2572	2715

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Aircraft Lead Dispatcher	2636	2736	2842	3007
Audio Visual Technician I	1858	1916	1978	2078
Audio Visual Technician II	2086	2164	2238	2356
Buyer Assistant	2178	2255	2336	2466
Check Issuance Machine Operator	2086	2164	2238	2356
Clerical Trainee	TR			
Communication Dispatcher	2086	2164	2238	2356
Communication Equipment Technician I	3051	3175	3304	3501
Communication Equipment Technician II	3417	3561	3710	3934
Communication Equipment Technician III				
Court Reporter	3611	3767	3922	4162
Data Processing Assistant	2755	2868	2975	3152
Data Processing Operator	1858	1916	1978	2078
Data Processing Operator Trainee	1728	1787	1835	1930
Drafting Worker	1627	1674	1720	1799
Electronic Equipment Installer/Repairer	2277	2362	2442	2579
Electronic Equipment Installer/Repairer Leadworker	2178	2255	2336	2466
Electronics Technician	2391	2477	2572	2715
Emergency Response Lead	2755	2868	2975	3152
Telecommunicator	2391	2477	2572	2715
Emergency Response Telecommunicator	2178	2255	2336	2466
Engineering Technician II	2504	2598	2698	2851
Executive Secretary III	2902	3022	3144	3329
Graphic Arts Designer	2277	2362	2442	2579
Graphic Arts Technician	2636	2736	2842	3007
Industrial Commission Reporter	2391	2477	2572	2715
Industrial Commission Technician	2902	3022	3144	3329
Insurance Analyst I	2277	2362	2442	2579
Insurance Analyst II	2086	2164	2238	2356
Insurance Analyst Trainee	2391	2477	2572	2715
Intermittent Clerk	1926	1989	2055	2165
Library Aide I	10.01	10.30	10.58	11.07
Library Aide II	1677	1724	1774	1865
Library Aide III	1794	1847	1901	1995
Lottery Technical Assistant	1926	1989	2055	2165
Lottery Telemarketing Representative	2178	2255	2336	2466
Microfilm Laboratory Technician I	2086	2164	2238	2356
Microfilm Laboratory Technician II	1926	1989	2055	2165
Microfilm Operator I	1728	1787	1835	1930
Microfilm Operator II	1858	1916	1978	2078
Microfilm Operator III	2009	2073	2144	2258

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

NOTICE OF PEREMPTORY AMENDMENTS

Office Aide	1627	1674	1720	1799
Office Assistant	1858	1916	1978	2078
Office Associate	2009	2073	2144	2258
Office Clerk	1728	1787	1835	1930
Office Coordinator	2086	2164	2238	2356
Photographer I	2277	2362	2442	2579
Photographer II	2636	2736	2842	3007
Photographer III	2755	2868	2975	3152
Photographic Technician I	2277	2362	2442	2579
Photographic Technician II	2636	2736	2842	3007
Photographic Technician III	2755	2868	2975	3152
Procurement Representative	2086	2164	2238	2356
Property & Supply Clerk I	1726	1774	1829	1923
Property & Supply Clerk II	1846	1901	1961	2056
Property & Supply Clerk III	2009	2073	2144	2258
Property Tax Examiner	2086	2164	2238	2356
Rehabilitation Case Coordinator I	1926	1989	2055	2165
Rehabilitation Case Coordinator II	2086	2164	2238	2356
Reproduction Service Technician I	1794	1847	1901	1995
Reproduction Service Technician II	2086	2164	2238	2356
Reproduction Service Technician III	2277	2362	2442	2579
Safety Responsibility Analyst	2391	2477	2572	2715
Storekeeper I	2246	2335	2410	2540
Storekeeper II	2460	2550	2636	2785
Storekeeper III	2636	2736	2842	3007
Stores Clerk	1783	1839	1891	1987
Switchboard Operator I	1794	1847	1901	1995
Switchboard Operator II	1926	1989	2055	2165
Telecommunications Field Advisor	2755	2868	2975	3152
Telecommunications Field Advisor	3051	3175	3304	3501
Lead Worker				
Telecommunicator	2391	2477	2572	2715
Telecommunicator-Command Center	2504	2598	2698	2851
Telecommunicator Call Taker	2504	2598	2698	2851
Telecommunicator Lead Call Taker	2755	2868	2975	3152
Telecommunicator Lead	3051	3175	3304	3501
Specialist				
Telecommunicator Lead Worker	2391	2477	2572	2715
Telecommunicator Lead	2504	2598	2698	2851
Worker-Command Center	2504	2598	2698	2851
Telecommunicator Specialist	2755	2868	2975	3152
Telecommunicator Trainee	2178	2255	2336	2466
Vehicle Permit Evaluator	2277	2362	2442	2579
Veterans Service Officer	2277	2362	2442	2579
Associate				

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Effective: July 1, 1999				
	1c	1b	S T E P S	
	1535	1581	1a	1
Account Clerk I	1535	1581	1628	1677
Account Clerk II	1640	1689	1740	1792
Account Technician I	1829	1884	1941	1999
Account Technician II	2000	2060	2122	2186
Administrative Services	1405	1447	1490	1535
Worker Trainee				
Aircraft Dispatcher	2000	2060	2122	2186
Aircraft Lead Dispatcher	2188	2254	2322	2392
Audio Visual Technician I	1586	1634	1683	1733
Audio Visual Technician II	1761	1814	1868	1924
Buyer Assistant	1829	1884	1941	1999
Check Issuance Machine Operator	1761	1814	1868	1924
Clerical Trainee	TR			
Communication Dispatcher	1761	1814	1868	1924
Communication Equipment Technician	2517	2593	2671	2751
I				
Communication Equipment Technician I	2797	2881	2967	3056
Communication Equipment Technician III	2956	3045	3136	3230
Court Reporter	2285	2354	2425	2498
Data Processing Assistant	1586	1634	1683	1733
Data Processing Operator	1484	1529	1575	1622
Data Processing Operator Trainee	1405	1447	1490	1535
Drafting Worker	1910	1967	2026	2087
Electronic Equipment Installer/Repairer	1829	1884	1941	1999
Electronic Equipment	2000	2060	2122	2186
Installer/Repairer Leadworker				
Electronics Technician	2285	2354	2425	2498
Emergency Response Lead	2000	2060	2122	2186
Telecommunicator				
Emergency Response	1829	1884	1941	1999
Telecommunicator				
Engineering Technician II	2087	2150	2215	2281
Engineering Technician III	2400	2472	2546	2622
Executive Secretary I	1910	1967	2026	2087
Graphic Arts Designer	2188	2254	2322	2392
Graphic Arts Technician	2000	2060	2122	2186
Industrial Commission Reporter	2400	2472	2546	2622
Industrial Commission Technician	1910	1967	2026	2087
Insurance Analyst I	1761	1814	1868	1924
Insurance Analyst II	2000	2060	2122	2186
Insurance Analyst Trainee	1640	1689	1740	1792

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

S T E P S (cont.)												
4 5 6 7												
Telecommunicator Lead Specialist	H. 65	B. 90	9.17	9.45	9.70	9.98	2517	2593	2671	2751	2883	3016
Telecommunicator Lead Worker	1443	1486	1531	1577	1622	1677	2188	2254	2322	2392	2494	2598
Telecommunicator Lead	1535	1581	1628	1677	1733	1791	2285	2354	2425	2498	2613	2726
Worker-Command Center	1640	1689	1740	1792	1853	1919						
Telecommunicator Specialist	1829	1884	1941	1999	2086	2161						
Telecommunicator Trainee	1761	1814	1868	1924	1996	2074						
Vehicle Permit Evaluator	1640	1689	1740	1792	1853	1919						
Veterans Service Officer	1484	1529	1575	1622	1677	1731						
Associate	1696	1747	1799	1853	1924	1993						
Account Clerk I	1405	1447	1490	1535	1577	1622						
Account Clerk II	1586	1634	1683	1733	1792	1850						
Account Technician I	1696	1747	1799	1853	1924	1993						
Account Technician II	1484	1529	1575	1622	1677	1731						
Administrative Services Worker Trainee	1761	1814	1868	1924	1996	2074						
Aircraft Dispatcher	1910	1967	2026	2087	2173	2254						
Aircraft Lead Dispatcher	2188	2254	2322	2392	2494	2598						
Audio Visual Technician I	2285	2354	2425	2498	2613	2726						
Audio Visual Technician II	1761	1814	1868	1924	1996	2074						
Buyer Assistant	1484	1529	1575	1622	1674	1727						
Check Issuance Machine Operator	1581	1628	1677	1727	1780	1846						
Clerical Trainee	1696	1747	1799	1853	1924	1993						
Communication Dispatcher	1761	1814	1868	1924	1996	2074						
Communication Equipment Technician I	1640	1689	1740	1792	1853	1919						
Communication Equipment	1761	1814	1868	1924	1996	2074						
Technician II	1535	1581	1628	1677	1733	1791						
Technician III	1761	1814	1868	1924	1996	2074						
Court Reporter	1910	1967	2026	2087	2173	2254						
Data Processing Assistant	2000	2060	2122	2186	2278	2364						
Data Processing Operator	1895	1952	2011	2071	2149	2235						
Data Processing Operator Trainee	2056	2118	2182	2247	2341	2434						
Drafting Worker	2188	2254	2322	2392	2494	2598						
Electronic Equipment	1532	1578	1625	1674	1727	1779						
Installer/Repairer	1535	1581	1628	1677	1733	1791						
Electronic Equipment	1640	1689	1740	1792	1853	1919						
Installer/Repairer Leadworker	2285	2354	2425	2498	2613	2726						
Electronics Technician	2517	2593	2671	2751	2883	3016						
Emergency Response Lead												
Telecommunicator												
Emergency Response												
Telecommunicator												
Engineering Technician II												
Engineering Technician III												

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Executive Secretary I	2345	2433	2515	2656
Graphic Arts Designer	2715	2818	2927	3097
Graphic Arts Technician	2463	2551	2649	2796
Industrial Commission Reporter	2989	3113	3238	3429
Industrial Commission Technician	2345	2433	2515	2656
Insurance Analyst I	2149	2229	2305	2427
Insurance Analyst II	2463	2551	2649	2796
Insurance Analyst Trainee	1984	2049	2117	2230
Intermittent Clerk	10.31	10.61	10.90	11.40
Library Aide I	1727	1776	1827	1921
Library Aide II	1848	1902	1958	2055
Library Aide III	1984	2049	2117	2230
Library Technical Assistant	2243	2323	2406	2540
Lottery Telemarketing Representative	2149	2229	2305	2427
Microfilm Laboratory Technician I	1984	2049	2117	2230
Microfilm Laboratory Technician II	2149	2229	2305	2427
Microfilm Operator I	1780	1841	1890	1988
Microfilm Operator II	1914	1973	2037	2140
Microfilm Operator III	2069	2135	2208	2326
Office Aide	1676	1724	1772	1853
Office Assistant	1914	1973	2037	2140
Office Associate	2069	2135	2208	2326
Office Clerk	1780	1841	1890	1988
Office Coordinator	2149	2229	2305	2427
Photographer I	2345	2433	2515	2656
Photographer II	2715	2818	2927	3097
Photographer III	2838	2954	3064	3247
Photographic Technician I	2345	2433	2515	2656
Photographic Technician II	2715	2818	2927	3097
Photographic Technician III	2838	2954	3064	3247
Procurement Representative	2149	2229	2305	2427
Property & Supply Clerk I	1778	1827	1884	1981
Property & Supply Clerk II	1901	1958	2020	2118
Property & Supply Clerk III	2069	2135	2208	2326
Property Tax Examiner	2149	2229	2305	2427
Rehabilitation Case Coordinator I	1984	2049	2117	2230
Rehabilitation Case Coordinator II	2149	2229	2305	2427
Reproduction Service Technician I	1848	1902	1958	2055
Reproduction Service Technician II	2149	2229	2305	2427
Reproduction Service Technician III	2345	2433	2515	2656
Safety Responsibility Analyst	2463	2551	2649	2796
Storekeeper I	2313	2405	2482	2616
Storekeeper II	2534	2627	2715	2869
Storekeeper III	2715	2818	2927	3097
Stores Clerk	1836	1894	1948	2047
Switchboard Operator I	1848	1902	1958	2055
Switchboard Operator II	1984	2049	2117	2230

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Telecommunications Field Advisor	2838	2954	3064	3247
Telecommunications Field Advisor Lead Worker	3143	3270	3403	3606
Telecommunicator	2463	2551	2649	2796
Telecommunicator-Command Center	2579	2676	2779	2937
Telecommunicator Call Taker	2715	2818	2927	3097
Telecommunicator Lead Call Taker	2838	2954	3064	3247
Telecommunicator Lead Specialist	3143	3270	3403	3606
Telecommunicator Lead Worker	2715	2818	2927	3097
Telecommunicator Lead Worker-Command Center	2838	2954	3064	3247
Telecommunicator Specialist	2838	2954	3064	3247
Telecommunicator Trainee	2243	2323	2406	2540
Vehicle Permit Evaluator	2345	2433	2515	2656
Veterans Service Officer Associate	2345	2433	2515	2656

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Maximum Security Institutions Schedule

Effective: July 1, 1999

	1c	1b	1a	2	3
Account Clerk I	1680	1728	1779	1830	1952
Account Clerk II	1791	1844	1897	1953	2088
Account Technician I	1992	2051	2110	2172	2344
Account Technician II	2173	2237	2303	2371	2560
Administrative Services Worker Trainee	1542	1586	1633	1680	1773
Aircraft Dispatcher	2173	2237	2303	2371	2560
Aircraft Lead Dispatcher	2373	2443	2515	2589	2808
Audio Visual Technician I	1735	1785	1836	1890	2015
Audio Visual Technician II	1920	1976	2033	2093	2252
Buyer Assistant	1992	2051	2110	2172	2344
Check Issuance Machine Operator	1920	1976	2033	2093	2252
Clerical Trainee	TR				
Communication Dispatcher	1920	1976	2033	2093	2252
Communication Equipment Technician I	2722	2803	2885	2971	3251
Communication Equipment Technician II	3019	3108	3199	3294	3619
Communication Equipment Technician III	3188	3282	3378	3478	3819
Court Reporter	2476	2549	2624	2702	2944
Data Processing Assistant	1735	1785	1836	1890	2015

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Communication Dispatcher	2331	2416	2497	2627
Communication Equipment Technician I	3386	3521	3662	3877
Communication Equipment Technician II	3786	3943	4106	4351
Communication Equipment Technician III	3997	4167	4337	4600
Court Reporter	3062	3186	3302	3496
Data Processing Assistant	2082	2144	2212	2322
Data Processing Operator	1939	2004	2057	2161
Data Processing Operator Trainee	1829	1881	1931	2018
Drafting Worker	2539	2633	2719	2870
Electronic Equipment Installer/Repairer	2431	2516	2604	2746
Electronic Equipment Installer/Repairer Leadworker	2665	2758	2861	3018
Electronics Technician	3062	3186	3302	3496
Emergency Response Lead	2665	2758	2861	3018
Emergency Response Telecommunicator	2431	2516	2604	2746
Engineering Technician II	2787	2890	2999	3117
Engineering Technician III	3223	3354	3487	3629
Executive Secretary I	2539	2633	2719	2870
Graphic Arts Designer	2931	3042	3157	3333
Graphic Arts Technician	2665	2758	2861	3018
Industrial Commission Reporter	3223	3354	3487	3629
Industrial Commission Technician	2539	2633	2719	2870
Insurance Analyst I	2331	2416	2497	2627
Insurance Analyst II	2665	2758	2861	3018
Insurance Analyst Trainee	2157	2225	2298	2417
Intermittent Clerk	11.26	11.58	11.88	12.42
Library Aide I	1884	1935	1990	2090
Library Aide II	2012	2069	2129	2232
Library Aide III	2157	2225	2298	2417
Library Technical Assistant	2431	2516	2604	2746
Lottery Telemarketing Representative	2331	2416	2497	2627
Microfilm Laboratory Technician I	2157	2225	2298	2417
Microfilm Laboratory Technician II	2331	2416	2497	2627
Microfilm Operator I	1939	2004	2057	2161
Microfilm Operator II	2082	2144	2212	2322
Microfilm Operator III	2246	2316	2394	2519
Office Aide	1829	1881	1931	2018
Office Assistant	2082	2144	2212	2322
Office Associate	2246	2316	2394	2519
Office Clerk	1939	2004	2057	2161
Office Coordinator	2331	2416	2497	2627
Photographer I	2539	2633	2719	2870

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Photographer II	2931	3042	3157	3337
Photographer III	3062	3186	3302	3496
Photographic Technician I	2539	2633	2719	2870
Photographic Technician II	2931	3042	3157	3337
Photographic Technician III	3062	3186	3302	3496
Procurement Representative	2331	2416	2497	2627
Property & Supply Clerk I	1937	1990	2051	2153
Property & Supply Clerk II	2068	2129	2195	2299
Property & Supply Clerk III	2246	2316	2394	2519
Property Tax Examiner	2331	2416	2497	2627
Rehabilitation Case Coordinator I	2157	2225	2298	2417
Rehabilitation Case Coordinator II	2331	2416	2497	2627
Reproduction Service Technician I	2012	2069	2129	2232
Reproduction Service Technician II	2331	2416	2497	2627
Reproduction Service Technician III	2539	2633	2719	2870
Safety Responsibility Analyst	2665	2758	2861	3018
Storekeeper I	2505	2635	2684	2826
Storekeeper II	2740	2839	2931	3095
Storekeeper III	2931	3042	3157	3337
Stores Clerk	1999	2061	2118	2223
Switchboard Operator I	2012	2069	2129	2232
Switchboard Operator II	2157	2225	2298	2417
Telecommunications Field Advisor	3062	3186	3302	3496
Telecommunications Field Advisor Lead Worker	3386	3521	3662	3877
Telecommunicator	2665	2758	2861	3018
Telecommunicator-Command Center	2787	2890	2999	3167
Telecommunicator Call Taker	2931	3042	3157	3337
Telecommunicator Lead Call Taker	3062	3186	3302	3496
Telecommunicator Lead	3386	3521	3662	3877
Specialist	2931	3042	3157	3337
Telecommunicator Lead Worker	2931	3042	3157	3337
Telecommunicator Lead	3062	3186	3302	3496
Worker-Command Center	3062	3186	3302	3496
Telecommunicator Specialist	3062	3186	3302	3496
Telecommunicator Trainee	2431	2516	2604	2746
Vehicle Permit Evaluator	2539	2633	2719	2870
Veterans Service Officer Associate	2539	2633	2719	2870

(Source: Peremptory amendment at 21 Ill. Reg. 14.020, effective October 14, 1997)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Section 310. TABLE N RC-010 (Professional Legal Unit, AFSCME)

Effective-July-17-1994

	S-T-E-P-S		
	1	2	3
Hearings-Referee	3110	3203	3370
Hearings-Referee - Intermittent	1914	1971	2074
Technical-Advisor-I	2373	2444	2561
Technical-Advisor-II	2637	2716	2854
Technical-Advisor-III	3110	3203	3370

S-T-E-P-S-(cont.)

4	5	6	7
3701	3772	4035	4205
2278	2303	2403	2637
2792	2906	3024	3204
3126	3250	3395	3600
3701	3772	4035	4205

1/Entry-level-step-in-first-year-of-contract-

Effective-July-17-1995

S-T-E-P-S

Hearings-Referee	3203	3209	3471	3641
Hearings-Referee - Intermittent	1971	2073	2136	2241
Technical-Advisor-I	2716	2797	2940	3070
Technical-Advisor-II	2716	2797	2940	3070
Technical-Advisor-III	3203	3209	3471	3641

S-T-E-P-S

4	5	6	7
3812	3908	4156	4414
2346	2454	2528	2716
2876	2993	3115	3300
3220	3356	3497	3700
3812	3908	4156	4414

2/Entry-level-step-in-second-year-of-contract-

Effective July 1, 1997 Effective-July-17-1996

S T E P S

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

	1c 3/	1b	1a	1	2	3
Hearings Referee	3110	3203	3299	3398	3575	3750
Hearings Referee - Intermittent	19.14	19.71	20.30	20.91	22.00	23.08
Technical Advisor I	2373	2444	2517	2593	2717	2843
Technical Advisor II	2637	2716	2797	2881	3028	3170
Technical Advisor III	3110	3203	3299	3398	3575	3750

S T E P S (cont.)

4	5	6	7
3926	4108	4281	4546
24.16	25.28	26.34	27.98
2962	3083	3208	3399
3317	3457	3602	3750
3926	4108	4281	4546

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Full-time employees who are receiving the flat-rate pension formula will receive a one-time lump sum payment of \$565.

3/Entry-level-step-in-third-year-of-contract-

Effective July 1, 1998

S T E P S

1c	1b	1a	1	2	3
3203	3299	3398	3500	3682	3863
19.71	20.30	20.91	21.54	22.66	23.77
2444	2517	2593	2671	2799	2928
2716	2797	2881	2967	3119	3255
3203	3299	3398	3500	3682	3863

S T E P S (cont.)

4	5	6	7
4044	4231	4409	4682
24.89	26.04	27.13	28.81
3051	3175	3304	3501
3417	3561	3710	3934
4044	4231	4409	4682

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Effective July 1, 1999

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
NOTICE OF PEREMPTORY AMENDMENTS

Section 310-TABLE O RC-028 (Paraprofessional Human Services Employees, AFSCME)
Effective: July-17-1994

S T E P S			
1c	1b	1a	1
3299	3398	3500	3605
20.30	20.91	21.54	22.18
			23.34
			24.49
2517	2593	2671	2751
2797	2881	2967	3056
3299	3398	3500	3605
			2883
			3213
			3792
			3979
			3016
			3363
			3979

S T E P S (cont.)			
4	5	6	7
4165	4358	4541	4822
25.63	26.82	27.94	29.67
3143	3270	3403	3606
3520	3668	3821	4052
4165	4358	4541	4822

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

(Source: Peremptory amendment at 21 Ill. Reg. 14339, effective October 14, 1997)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES
NOTICE OF PEREMPTORY AMENDMENTS

Section 310-TABLE O RC-028 (Paraprofessional Human Services Employees, AFSCME)
Effective: July-17-1994

S T E P S			
1a-1f	1	2	3
1775	1820	1899	1982
1546	1592	1647	1705
1724	1776	1853	1920
1546	1592	1647	1705
1724	1776	1853	1920
1885	1942	2024	2100
2062	2124	2216	2309
1724	1776	1853	1920
1967	2026	2112	2202
1967	2026	2112	2202
2262	2330	2430	2549
2942	3030	3186	3340
1724	1776	1853	1920
2062	2124	2216	2309
1885	1942	2024	2100
1660	1710	1774	1843
1495	1540	1592	1644
1546	1592	1647	1705
1885	1942	2024	2100
1599	1647	1710	1771
1885	1942	2024	2100
2062	2124	2216	2309
1599	1647	1710	1771
1724	1776	1853	1920
1495	1540	1592	1644
1660	1710	1774	1843
1660	1710	1774	1843
1967	2026	2112	2202
2062	2124	2216	2309
1399	1441	1487	1535
1599	1647	1710	1771
9-20	9-40	9-60	10-12
1399	1441	1490	1538
1724	1776	1853	1920
1885	1942	2024	2100
1967	2026	2112	2202
1664	1714	1760	1800

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

(Source: Peremptory amendment at 21 Ill. Reg. 14340, effective October 14, 1997)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Licensed-Practical-Nurse-II	1746	1790	1867	1942
Medical-Records-Assistant	1660	1710	1774	1843
Medical-Records-Technician	1800	1854	1931	2002
Office-Administrative-Specialist	1805	1942	2024	2100
Office-Specialist	1800	1854	1931	2002
Pharmacist-Head-Technician	1599	1647	1710	1771
Pharmacist-Technician	1495	1540	1592	1644
Public-Aid-Eligibility-Assistant	1599	1647	1710	1771
Radiologic-Technologist	1800	1854	1931	2002
Radiologic-Technologist-Program Coordinator	1805	1942	2024	2100
Ranger	1967	2026	2112	2202
Rehabilitation-Counselor-Aide-I	1660	1710	1774	1843
Rehabilitation-Counselor-Aide-II	1800	1854	1931	2002
Senior-Ranger	2062	2124	2216	2309
Site-Technician-I	1724	1776	1853	1920
Site-Technician-II	1805	1942	2024	2100
Social-Service-Community-Planner	1800	1942	2024	2100
Statistical-Research-Technician	1800	1854	1931	2002
Veterans-Service-Officer	1805	1942	2024	2100
Vocational-Instructor	1805	1942	2024	2100

S-W-B-P-S-(cont.)

4	5	6	7
2056	2131	2206	2330
1763	1820	1881	1902
1993	2063	2130	2256
1763	1820	1881	1902
1993	2063	2130	2256
2107	2267	2353	2484
2412	2504	2601	2751
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2063	2130	2256
2412	2504	2601	2751
2107	2267	2353	2484
1993	2063	2130	2256
2291	2370	2469	2609
2291	2370	2469	2609
2655	2766	2877	3047
3495	3654	3806	4043
1993	2		

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

4	5	6	7
2110	2195	2272	2400
1816	2195	2272	2400
2053	2125	2202	2324
1816	1875	1937	2041
2053	2125	2202	2324
2253	2335	2424	2559
2484	2579	2679	2834
2053	2125	2202	2324
2360	2449	2543	2687
2360	2449	2543	2687
2735	2849	2963	3130
2053	2125	2202	2324
2484	2579	2679	2834
2253	2335	2424	2559
1966	2040	2110	2220
1751	1806	1864	1950
1816	1875	1937	2041
2253	2335	2424	2559
1893	1954	2021	2120
2253	2335	2424	2559
2484	2579	2679	2834
1893	1954	2021	2120
2053	2125	2202	2324
1751	1806	1864	1950
1966	2040	2110	2220
1966	2040	2110	2220
2360	2449	2543	2687
2484	2579	2679	2834
1627	1672	1724	1813
1893	1954	2021	2120
10-70	11-11	11-47	12-05
1629	1684	1730	1819
2053	2125	2202	2324
2253	2335	2424	2559
2360	2449	2543	2687
2027	2107	2175	2291
2140	2210	2290	2446
1966	2040	2110	2220
2147	2226	2302	2431
2253	2335	2424	2559
2147	2226	2302	2431
1893	1954	2021	2120
1751	1805	1864	1950
1893	1954	2021	2120
2147	2226	2302	2431
2253	2335	2424	2559
2360	2449	2543	2687

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

	1966	2040	2110	2220
	2147	2226	2302	2431
	2484	2579	2679	2834
	2053	2125	2202	2324
	2253	2335	2424	2559
	2147	2226	2302	2431
	2253	2335	2424	2559
	2360	2449	2543	2687
	2147	2226	2302	2431
	2253	2335	2424	2559
	2253	2335	2424	2559

2/Entry-level-step-in-second-year-of-contract.

Effective-July-19-1995

	1b-2/	1a	1	2	3
	2342	3030	3121	3202	3440

Crime-Scene-Investigator

	4	5	6	7
	3600	3764	3920	4164

S-W-B-P-S-(cont-)

2/Entry-level-step-in-second-year-of-contract.

Effective July 1, 1997 Effective-July-17-1996

	lc 3/	lb	la	1	2	3
Apparel Dry Goods						
Specialist III	1938	1996	2056	2118	2207	2294
Assistant Reimbursement Officer	1546	1592	1640	1689	1747	1809
Child Development Aide III	1724	1776	1829	1884	1966	2037
Clinical Laboratory Associate	1546	1592	1640	1689	1747	1809
Clinical Laboratory Technician I	1724	1776	1829	1884	1966	2037
Clinical Laboratory Technician I	1885	1942	2000	2060	2148	2228
Clinical Laboratory Technician II	1885	1942	2000	2060	2148	2228
Compliance Officer	2062	2124	2188	2254	2350	2449
Conservation Resource Technician I	1724	1776	1829	1884	1966	2037
Conservation Resource Technician II	1967	2026	2087	2150	2240	2336
Construction Supervisor I	1967	2026	2087	2150	2240	2336

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Construction Supervisor II	2262	2330	2400	2472	2586	2704
Crime Scene Investigator	2942	3030	3121	3215	3380	3543
Crime Studies Associate	1724	1776	1829	1884	1966	2037
Data Processing	2062	2124	2188	2254	2350	2449
Administrative Specialist						
Data Processing Specialist	1885	1942	2000	2060	2148	2228
Data Processing Technician	1660	1710	1761	1814	1882	1955
Data Processing Technician	1495	1540	1586	1634	1689	1744
Trainee						
Dental Assistant	1599	1647	1696	1747	1814	1879
Dental Assistant	1546	1592	1640	1689	1747	1809
Dental Hygienist	1885	1942	2000	2060	2148	2228
Electroencephalograph Technician	1599	1647	1696	1747	1814	1879
Environmental Equipment Operator I	1885	1942	2000	2060	2148	2228
Environmental Equipment Operator II	2062	2124	2188	2254	2350	2449
Environmental Protection Technician I	1724	1776	1829	1889	1966	2037
Environmental Protection Technician II	1724	1776	1829	1884	1966	2037
Hearing & Speech Technician I	1495	1540	1586	1634	1689	1744
Hearing & Speech Technician II	1660	1710	1761	1814	1882	1955
Historic Site Interpreter	1660	1710	1761	1814	1882	1955
Historic Site Lead I	1967	2026	2087	2150	2240	2336
Historic Site Lead II	2062	2124	2188	2254	2350	2449
Housekeeper II	1399	1441	1484	1529	1578	1628
Inhalation Therapist	1599	1647	1696	1747	1814	1879
Intermittent Unemployment Insurance Technician	9.20	9.48	9.76	10.06	10.39	10.73
Laboratory Assistant	1399	1441	1484	1529	1582	1632
Laboratory Associate I	1724	1776	1829	1884	1966	2037
Laboratory Associate II						
Legal Research Assistant*	1885	1942	2000	2060	2148	2228
Licensed Practical Nurse I	1967	2026	2087	2150	2240	2336
Licensed Practical Nurse II	1709	1760	1813	1867	1936	2015
Medical Records Assistant	1792	1846	1901	1958	2045	2121
Medical Records Technician	1660	1710	1761	1814	1882	1955
Office Administrative Specialist	1800	1854	1910	1967	2049	2124
Office Specialist	1885	1942	2000	2060	2148	2228
Office Specialist						
Pharmacist Lead Technician	1800	1854	1910	1967	2049	2124
Pharmacist Technician	1599	1647	1696	1747	1814	1879
Public Aid Eligibility Assistant	1495	1540	1586	1634	1689	1744
	1599	1647	1696	1747	1814	1879

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Radiologic Technologist	1800	1854	1910	1967	2049	2124
Radiologic Technologist						
Program Coordinator	1885	1942	2000	2060	2148	2228
Ranger	1967	2026	2087	2150	2240	2336
Rehabilitation Counselor Aide I	1660	1710	1761	1814	1882	1955
Rehabilitation Counselor Aide II	1800	1854	1910	1967	2049	2124
Senior Ranger	2062	2124	2188	2254	2350	2449
Site Technician I	1724	1776	1829	1884	1966	2037
Site Technician II	1885	1942	2000	2060	2148	2228
Social Service Community Planner	1800	1854	1910	1967	2049	2124
State Police Evidence Technician I	1885	1942	2000	2060	2148	2228
State Police Evidence Technician II	1967	2026	2087	2150	2240	2336
Statistical Research Technician	1800	1854	1910	1967	2049	2124
Veterans Service Officer	1885	1942	2000	2060	2148	2228
Vocational Instructor	1885	1942	2000	2060	2148	2228

S T E P S (cont.)

4	5	6	7
2388	2476	2559	2704
1870	1931	1995	2102
2115	2189	2268	2394
1870	1931	1995	2102
2115	2189	2268	2394
2321	2405	2497	2636
2559	2656	2759	2919
2115	2189	2268	2394
2431	2522	2619	2768
2431	2522	2619	2768
2817	2934	3052	3232
3708	3877	4038	4289
2115	2189	2268	2394
2559	2656	2759	2919
1950	2013	2082	2192
2115	2189	2268	2394
1804	1860	1920	2017
1950	2013	2082	2192
1870	1931	1995	2102
2321	2405	2497	2636
1950	2013	2082	2192
2115	2189	2268	2394
1804	1860	1920	2017
2025	2101	2173	2287

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

2431	2522	2619	2768
2559	2656	2759	2919
1676	1722	1776	1867
1950	2013	2082	2192
11.10	11.45	11.82	12.41
1678	1735	1782	1874
2115	2189	2268	2394
2321	2405	2497	2636
2431	2522	2619	2768
2088	2170	2240	2360
2204	2285	2367	2519
2025	2101	2173	2287
2211	2293	2371	2504
2321	2405	2497	2636
2211	2293	2371	2504
1950	2013	2082	2192
1804	1860	1920	2017
1950	2013	2082	2192
2211	2293	2371	2504
2559	2656	2759	2919
2115	2189	2268	2394
2321	2405	2497	2636
2211	2293	2371	2504
2321	2405	2497	2636
2211	2293	2371	2504
2321	2405	2497	2636
2431	2522	2619	2768
2211	2293	2371	2504
2321	2405	2497	2636
2321	2405	2497	2636

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Full-time employees who are receiving the flat-rate pension formula will receive a one-time lump sum payment of \$565.

3/Entry-level-step-in-third-year-of-contract

Effective July 1, 1998

S T E P S

1c 1b 1a 1 2 3

Apparel Dry Goods

Specialist III

Assistant Reimbursement

1996	2056	2118	2182	2273	2363
1592	1640	1689	1740	1799	1863

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Officer	1776	1829	1884	1941	2025	2098
Child Development Aide III	1592	1640	1689	1740	1799	1863
Clinical Laboratory Associate	1776	1829	1884	1941	2025	2098
Clinical Laboratory Technician I	1942	2000	2060	2122	2212	2295
Clinical Laboratory Technician II	2124	2188	2254	2322	2421	2522
Compliance Officer	1776	1829	1884	1941	2025	2098
Conservation Resource	2026	2087	2150	2215	2307	2406
Conservation Resource Technician I	2026	2087	2150	2215	2307	2406
Construction Supervisor I	2330	2400	2472	2546	2664	2785
Construction Supervisor II	3030	3121	3215	3311	3481	3649
Crime Scene Investigator	1776	1829	1884	1941	2025	2098
Crime Studies Associate	2124	2188	2254	2322	2421	2522
Data Processing	1942	2000	2060	2122	2212	2295
Administrative Specialist	1710	1761	1814	1868	1938	2014
Data Processing Specialist	1540	1586	1634	1683	1740	1796
Data Processing Technician	1647	1696	1747	1799	1868	1935
Data Processing Technician Trainee	1647	1696	1747	1799	1868	1935
Dental Assistant	1942	2000	2060	2122	2212	2295
Dental Hygienist	1710	1761	1814	1868	1938	2014
Electroencephalograph Technician	1647	1696	1747	1799	1868	1935
Environmental Equipment Operator I	1942	2000	2060	2122	2212	2295
Environmental Equipment Operator II	2124	2188	2254	2322	2421	2522
Environmental Protection Technician I	1647	1696	1747	1799	1868	1935
Environmental Protection Technician II	1776	1829	1884	1941	2025	2098
Hearing & Speech Technician I	1540	1586	1634	1683	1740	1796
Hearing & Speech Technician II	1710	1761	1814	1868	1938	2014
Historic Site Interpreter	1710	1761	1814	1868	1938	2014
Historic Site Lead I	2026	2087	2150	2215	2307	2406
Historic Site Lead II	2124	2188	2254	2322	2421	2522
Housekeeper II	1441	1484	1529	1575	1625	1677
Inhalation Therapist	1647	1696	1747	1799	1868	1935
Intermittent Unemployment Insurance Technician	9.48	9.76	10.06	10.36	10.71	11.05
Laboratory Assistant	1441	1484	1529	1575	1628	1681
Laboratory Associate I	1776	1829	1884	1941	2025	2098
Laboratory Associate II	1942	2000	2060	2122	2212	2295

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

<u>Radiologic Technologist</u>	<u>2277</u>	<u>2362</u>	<u>2442</u>	<u>2579</u>
<u>Radiologic Technologist</u>	<u>2391</u>	<u>2477</u>	<u>2572</u>	<u>2715</u>
<u>Program Coordinator</u>				
<u>Ranger</u>	<u>2504</u>	<u>2598</u>	<u>2698</u>	<u>2851</u>
<u>Rehabilitation Counselor</u>	<u>2086</u>	<u>2164</u>	<u>2238</u>	<u>2356</u>
<u>Aide I</u>				
<u>Rehabilitation Counselor</u>	<u>2277</u>	<u>2362</u>	<u>2442</u>	<u>2579</u>
<u>Aide II</u>				
<u>Senior Ranger</u>	<u>2636</u>	<u>2736</u>	<u>2842</u>	<u>3007</u>
<u>Site Technician I</u>	<u>2178</u>	<u>2255</u>	<u>2336</u>	<u>2466</u>
<u>Site Technician II</u>	<u>2391</u>	<u>2477</u>	<u>2572</u>	<u>2715</u>
<u>Social Service Community</u>	<u>2277</u>	<u>2362</u>	<u>2442</u>	<u>2579</u>
<u>Planner</u>				
<u>State Police Evidence</u>	<u>2391</u>	<u>2477</u>	<u>2572</u>	<u>2715</u>
<u>Technician I</u>				
<u>State Police Evidence</u>	<u>2504</u>	<u>2598</u>	<u>2698</u>	<u>2851</u>
<u>Technician II</u>				
<u>Statistical Research Technician</u>	<u>2277</u>	<u>2362</u>	<u>2442</u>	<u>2579</u>
<u>Veterans Service Officer</u>	<u>2391</u>	<u>2477</u>	<u>2572</u>	<u>2715</u>
<u>Vocational Instructor</u>	<u>2391</u>	<u>2477</u>	<u>2572</u>	<u>2715</u>

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Effective July 1, 1999

	S T E P S				
	1c	1b	1a	1	2
Apparel Dry Goods					3
Specialist III	2056	2118	2182	2247	2341
Assistant Reimbursement Officer	1640	1689	1740	1792	1853
Child Development Aide III	1829	1884	1941	1999	2086
Clinical Laboratory Associate	1640	1699	1740	1792	1853
Clinical Laboratory Technician I	1829	1884	1941	1999	2086
Clinical Laboratory Technician II	2000	2060	2122	2186	2278
Compliance Officer	2188	2254	2322	2392	2494
Conservation Resource Technician I	1829	1884	1941	1999	2086
Conservation Resource Technician II	2087	2150	2215	2281	2376
Construction Supervisor I	2087	2150	2215	2281	2376
Construction Supervisor II	2400	2472	2546	2622	2744
Crime Scene Investigator	3121	3215	3311	3410	3585
Crime Studies Associate	1829	1884	1941	1999	2086
Data Processing	2188	2254	2322	2392	2494

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NOTICE OF PEREMPTORY AMENDMENTS

Administrative Specialist	<u>Data Processing Specialist</u>	<u>2000</u>	<u>2060</u>	<u>2122</u>	<u>2186</u>	<u>2278</u>	<u>2364</u>
	<u>Data Processing Technician</u>	<u>1761</u>	<u>1814</u>	<u>1968</u>	<u>1924</u>	<u>1996</u>	<u>2074</u>
	<u>Data Processing Technician</u>	<u>1586</u>	<u>1634</u>	<u>1683</u>	<u>1733</u>	<u>1792</u>	<u>1850</u>
	<u>Trainee</u>						
	<u>Dental Assistant</u>	<u>1696</u>	<u>1747</u>	<u>1799</u>	<u>1853</u>	<u>1924</u>	<u>1993</u>
	<u>Dental Hygienist</u>	<u>2000</u>	<u>2060</u>	<u>2122</u>	<u>2186</u>	<u>2278</u>	<u>2364</u>
	<u>Electroencephalograph Technician</u>	<u>1696</u>	<u>1747</u>	<u>1799</u>	<u>1853</u>	<u>1924</u>	<u>1993</u>
	<u>Environmental Equipment Operator I</u>	<u>2000</u>	<u>2060</u>	<u>2122</u>	<u>2186</u>	<u>2278</u>	<u>2364</u>
	<u>Environmental Equipment Operator II</u>	<u>2188</u>	<u>2254</u>	<u>2322</u>	<u>2392</u>	<u>2494</u>	<u>2598</u>
	<u>Environmental Protection Technician I</u>	<u>1696</u>	<u>1747</u>	<u>1799</u>	<u>1853</u>	<u>1924</u>	<u>1993</u>
	<u>Environmental Protection Technician II</u>	<u>1829</u>	<u>1884</u>	<u>1941</u>	<u>1999</u>	<u>2086</u>	<u>2161</u>
	<u>Hearing & Speech Technician I</u>	<u>1586</u>	<u>1634</u>	<u>1683</u>	<u>1733</u>	<u>1792</u>	<u>1850</u>
	<u>Hearing & Speech Technician II</u>	<u>1761</u>	<u>1814</u>	<u>1868</u>	<u>1924</u>	<u>1996</u>	<u>2074</u>
	<u>Historic Site Interpreter</u>	<u>1761</u>	<u>1814</u>	<u>1868</u>	<u>1924</u>	<u>1996</u>	<u>2074</u>
	<u>Historic Site Lead I</u>	<u>2087</u>	<u>2150</u>	<u>2215</u>	<u>2281</u>	<u>2376</u>	<u>2478</u>
	<u>Historic Site Lead II</u>	<u>2188</u>	<u>2254</u>	<u>2322</u>	<u>2392</u>	<u>2494</u>	<u>2598</u>
	<u>Housekeeper II</u>	<u>1484</u>	<u>1529</u>	<u>1575</u>	<u>1622</u>	<u>1674</u>	<u>1727</u>
	<u>Inhalation Therapist</u>	<u>1696</u>	<u>1747</u>	<u>1799</u>	<u>1853</u>	<u>1924</u>	<u>1993</u>
	<u>Intermittent Unemployment Insurance Technician</u>	<u>9.76</u>	<u>10.06</u>	<u>10.36</u>	<u>10.66</u>	<u>11.03</u>	<u>11.38</u>
	Laboratory Assistant	<u>Laboratory Assistant</u>	<u>1484</u>	<u>1529</u>	<u>1575</u>	<u>1622</u>	<u>1677</u>
<u>Laboratory Associate I</u>		<u>1829</u>	<u>1884</u>	<u>1941</u>	<u>1999</u>	<u>2086</u>	<u>2161</u>
<u>Laboratory Associate II</u>		<u>2000</u>	<u>2060</u>	<u>2122</u>	<u>2186</u>	<u>2278</u>	<u>2364</u>
<u>Legal Research Assistant</u>		<u>2087</u>	<u>2150</u>	<u>2215</u>	<u>2281</u>	<u>2376</u>	<u>2478</u>
<u>Licensed Practical Nurse I</u>		<u>1813</u>	<u>1867</u>	<u>1923</u>	<u>1981</u>	<u>2054</u>	<u>2137</u>
<u>Licensed Practical Nurse II</u>		<u>1901</u>	<u>1958</u>	<u>2017</u>	<u>2078</u>	<u>2169</u>	<u>2251</u>
<u>Medical Records Assistant</u>		<u>1761</u>	<u>1814</u>	<u>1868</u>	<u>1924</u>	<u>1996</u>	<u>2074</u>
<u>Medical Records Technician</u>		<u>1910</u>	<u>1967</u>	<u>2026</u>	<u>2087</u>	<u>2173</u>	<u>2254</u>
<u>Office Administrative Specialist</u>		<u>2000</u>	<u>2060</u>	<u>2122</u>	<u>2186</u>	<u>2278</u>	<u>2364</u>
<u>Office Specialist</u>							
<u>Office Specialist</u>		<u>1910</u>	<u>1967</u>	<u>2026</u>	<u>2087</u>	<u>2173</u>	<u>2254</u>
<u>Pharmacist Lead Technician</u>		<u>1696</u>	<u>1747</u>	<u>1799</u>	<u>1853</u>	<u>1924</u>	<u>1993</u>
<u>Pharmacist Technician</u>		<u>1586</u>	<u>1634</u>	<u>1683</u>	<u>1733</u>	<u>1792</u>	<u>1850</u>
<u>Public Aid Eligibility Assistant</u>		<u>1696</u>	<u>1747</u>	<u>1799</u>	<u>1853</u>	<u>1924</u>	<u>1993</u>
<u>Radiologic Technologist</u>		<u>1910</u>	<u>1967</u>	<u>2026</u>	<u>2087</u>	<u>2173</u>	<u>2254</u>
<u>Radiologic Technologist</u>		<u>2000</u>	<u>2060</u>	<u>2122</u>	<u>2186</u>	<u>2278</u>	<u>2364</u>
<u>Program Coordinator</u>							
<u>Ranger</u>		<u>2087</u>	<u>2150</u>	<u>2215</u>	<u>2281</u>	<u>2376</u>	<u>2478</u>
<u>Rehabilitation Counselor Aide I</u>		<u>1761</u>	<u>1814</u>	<u>1868</u>	<u>1924</u>	<u>1996</u>	<u>2074</u>

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Rehabilitation Counselor Aide II	1910	1967	2026	2087	2173	2254
Senior Ranger	2188	2254	2322	2392	2494	2598
Site Technician I	1829	1894	1941	1999	2086	2161
Site Technician II	2000	2060	2122	2186	2278	2364
Social Service Community Planner	1910	1967	2026	2087	2173	2254
State Police Evidence Technician I	2000	2060	2122	2186	2278	2364
State Police Evidence Technician II	2087	2150	2215	2281	2376	2478
Statistical Research Technician	1910	1967	2026	2087	2173	2254
Veterans Service Officer	2000	2060	2122	2186	2278	2364
Vocational Instructor	2000	2060	2122	2186	2278	2364
S T E P S (cont.)						
Apparel Dry Goods Specialist III		4	5	6	7	
Assistant Reimbursement Officer		2534	2627	2715	2869	
Child Development Aide III		1984	2049	2117	2230	
Clinical Laboratory Associate		2243	2323	2406	2540	
Clinical Laboratory		1984	2049	2117	2230	
Technician I		2243	2323	2406	2540	
Clinical Laboratory Technician II		2463	2551	2649	2796	
Compliance Officer		2715	2818	2927	3097	
Conservation Resource		2243	2323	2406	2540	
Technician I						
Conservation Resource Technician II		2579	2676	2779	2937	
Construction Supervisor I		2579	2676	2779	2937	
Construction Supervisor II		2989	3113	3238	3429	
Crime Scene Investigator		3934	4113	4284	4551	
Crime Studies Associate		2243	2323	2406	2540	
Data Processing Administrative Specialist		2715	2818	2927	3097	
Data Processing Specialist		2463	2551	2649	2796	
Data Processing Technician		2149	2229	2305	2427	
Data Processing Technician Trainee		1914	1973	2037	2140	
Dental Assistant		2069	2135	2208	2326	
Dental Hygienist		2463	2551	2649	2796	
Electroencephalograph Technician		2069	2135	2208	2326	
Environmental Equipment Operator I		2463	2551	2649	2796	

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Environmental Equipment Operator II	2715	2818	2927	3097
Environmental Protection Technician I	2069	2135	2208	2326
Environmental Protection Technician II	2243	2323	2406	2540
Hearing & Speech Technician I	1914	1973	2037	2140
Hearing & Speech Technician II	2149	2229	2305	2427
Historic Site Interpreter	2149	2229	2305	2427
Historic Site Lead I	2579	2676	2779	2937
Historic Site Lead II	2715	2818	2927	3097
Housekeeper II	1778	1827	1884	1981
Inhalation Therapist	2069	2135	2208	2326
Intermittent Unemployment Insurance Technician	11.78	12.14	12.54	13.17
Laboratory Assistant	1780	1841	1890	1988
Laboratory Associate I	2243	2323	2406	2540
Laboratory Associate II	2463	2551	2649	2796
Legal Research Assistant	2579	2676	2779	2937
Licensed Practical Nurse I	2216	2302	2376	2504
Licensed Practical Nurse II	2338	2425	2511	2673
Medical Records Assistant	2149	2229	2305	2427
Medical Records Technician	2345	2433	2515	2656
Office Administrative Specialist	2463	2551	2649	2796
Office Specialist	2345	2433	2515	2656
Pharmacist Lead Technician	2069	2135	2208	2326
Pharmacist Technician	1914	1973	2037	2140
Public Aid Eligibility Assistant	2069	2135	2208	2326
Radiologic Technologist	2345	2433	2515	2656
Radiologic Technologist Program Coordinator	2463	2551	2649	2796
Ranger	2579	2676	2779	2937
Rehabilitation Counselor	2149	2229	2305	2427
Aide I				
Rehabilitation Counselor Aide II	2345	2433	2515	2656
Senior Ranger	2715	2818	2927	3097
Site Technician I	2243	2323	2406	2540
Site Technician II	2463	2551	2649	2796
Social Service Community Planner	2345	2433	2515	2656
State Police Evidence Technician I	2463	2551	2649	2796
State Police Evidence Technician II	2579	2676	2779	2937

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

	lc	lb	la	1	2	3
Statistical Research Technician	2345	2345	2345	2433	2515	2656
Veterans Service Officer	2463	2463	2463	2551	2649	2796
Vocational Instructor	2463	2463	2463	2551	2649	2796
Maximum Security Institutions Schedule						
Effective July 1, 1999						
	lc	lb	la	1	2	3
Apparel Dry Goods Specialist III	2233	2299	2366	2435	2535	2634
Assistant Reimbursement Officer	1791	1844	1897	1953	2018	2088
Child Development Aide III	1992	2051	2110	2172	2265	2344
Clinical Laboratory Associate	1791	1844	1897	1953	2018	2088
Clinical Laboratory Technician I	1992	2051	2110	2172	2265	2344
Clinical Laboratory Technician II	2173	2237	2303	2371	2468	2560
Compliance Officer	2373	2443	2515	2589	2698	2808
Conservation Resource Technician I	1992	2051	2110	2172	2265	2344
Conservation Resource Technician II	2266	2333	2401	2471	2572	2680
Construction Supervisor I	2266	2333	2401	2471	2572	2680
Construction Supervisor II	2598	2674	2752	2834	2962	3095
Crime Scene Investigator	3363	3462	3564	3669	3855	4039
Crime Studies Associate	1992	2051	2110	2172	2265	2344
Data Processing Administrative Specialist	2373	2443	2515	2589	2698	2808
Data Processing Specialist	2173	2237	2303	2371	2468	2560
Data Processing Technician	1920	1976	2033	2093	2169	2252
Data Processing Technician Trainee	1735	1785	1836	1890	1953	2015
Dental Assistant	1851	1904	1960	2018	2093	2166
Dental Hygienist	2173	2237	2303	2371	2468	2560
Electroencephalograph Technician	1851	1904	1960	2018	2093	2166
Environmental Equipment Operator I	2173	2237	2303	2371	2468	2560
Environmental Equipment Operator II	2373	2443	2515	2589	2698	2808
Environmental Protection Technician I	1851	1904	1960	2018	2093	2166
Environmental Protection Technician II	1992	2051	2110	2172	2265	2344
Hearing & Speech Technician I	1735	1785	1836	1890	1953	2015

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	1920	1976	2003	2093	2169	2252
Hearing & Speech Technician II	1920	1976	2003	2093	2169	2252
Historic Site Interpreter	2266	2333	2401	2471	2572	2680
Historic Site Lead I	2373	2443	2515	2589	2698	2808
Historic Site Lead II	1626	1674	1722	1773	1827	1884
Housekeeper II	1851	1904	1960	2018	2093	2166
Inhalation Therapist	10.68	10.98	11.30	11.63	12.02	12.40
Intermittent Unemployment Insurance Technician	1626	1674	1722	1773	1827	1884
Laboratory Assistant	1992	2051	2110	2172	2265	2344
Laboratory Associate I	2173	2237	2303	2371	2468	2560
Laboratory Associate II	2266	2333	2401	2471	2572	2680
Legal Research Assistant	1975	2032	2092	2153	2231	2319
Licensed Practical Nurse I	2068	2129	2192	2256	2333	2440
Licensed Practical Nurse II	1920	1976	2033	2093	2169	2252
Medical Records Assistant	2078	2138	2201	2266	2357	2443
Medical Records Technician	2173	2237	2303	2371	2468	2560
Office Administrative Specialist	2078	2138	2201	2266	2357	2443
Office Specialist	1851	1904	1960	2018	2093	2166
Office Specialist Lead Technician	1735	1785	1836	1890	1953	2015
Pharmacist Technician	1851	1904	1960	2018	2093	2166
Public Aid Eligibility Assistant	2078	2138	2201	2266	2357	2443
Radiologic Technologist	2173	2237	2303	2371	2468	2560
Radiologic Technologist Program Coordinator	2266	2333	2401	2471	2572	2680
Ranger	1920	1976	2033	2093	2169	2252
Rehabilitation Counselor	2078	2138	2201	2266	2357	2443
Aide I	2173	2237	2303	2371	2468	2560
Rehabilitation Counselor Aide II	2373	2443	2515	2589	2698	2808
Senior Ranger	1992	2051	2110	2172	2265	2344
Site Technician I	2173	2237	2303	2371	2468	2560
Site Technician II	2078	2138	2201	2266	2357	2443
Social Service Community Planner	2173	2237	2303	2371	2468	2560
State Police Evidence Technician I	2266	2333	2401	2471	2572	2680
State Police Evidence Technician II	2078	2138	2201	2266	2357	2443
Statistical Research Technician	2173	2237	2303	2371	2468	2560
Veterans Service Officer	2173	2237	2303	2371	2468	2560
Vocational Instructor	2173	2237	2303	2371	2468	2560

S T E P S (cont.)

Apparel Dry Goods Specialist III	4	5	6	7
	2740	2839	2931	3095

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Assistant Reimbursement Officer	2157	2225	2298	2417
Child Development Aide III	2431	2516	2604	2746
Clinical Laboratory Associate	2157	2225	2298	2417
Clinical Laboratory Technician I	2431	2516	2604	2746
Clinical Laboratory Technician II	2665	2758	2861	3018
Compliance Officer	2931	3042	3157	3337
Conservation Resource Technician I	2431	2516	2604	2746
Conservation Resource Technician II	2787	2890	2999	3167
Construction Supervisor I	2787	2890	2999	3167
Construction Supervisor II	3223	3354	3487	3689
Crime Scene Investigator	4225	4415	4597	4880
Crime Studies Associate	2431	2516	2604	2746
Data Processing	2931	3042	3157	3337
Administrative Specialist				
Data Processing Specialist	2665	2758	2861	3018
Data Processing Technician	2331	2416	2497	2627
Data Processing Technician Trainee	2082	2144	2212	2322
Dental Assistant	2246	2316	2394	2519
Dental Hygienist	2665	2758	2861	3018
Electroencephalograph Technician	2246	2316	2394	2519
Environmental Equipment Operator I	2665	2758	2861	3018
Environmental Equipment Operator II	2931	3042	3157	3337
Environmental Protection Technician I	2246	2316	2394	2519
Environmental Protection Technician II	2431	2516	2604	2746
Hearing & Speech Technician I	2082	2144	2212	2322
Hearing & Speech Technician II	2331	2416	2497	2627
Historic Site Interpreter	2331	2416	2497	2627
Historic Site Lead I	2787	2890	2999	3167
Historic Site Lead II	2931	3042	3157	3337
Housekeeper II	1937	1990	2051	2153
Inhalation Therapist	2246	2316	2394	2519
Intermittent Unemployment Insurance Technician	12.81	13.19	13.61	14.29
Laboratory Assistant	1937	1990	2051	2153
Laboratory Associate I	2431	2516	2604	2746

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NOTICE OF PEREMPTORY AMENDMENTS

Laboratory Associate II	2665	2758	2861	3018
Legal Research Assistant	2787	2890	2999	3167
Licensed Practical Nurse I	2402	2494	2572	2708
Licensed Practical Nurse II	2532	2624	2715	2887
Medical Records Assistant	2331	2416	2497	2627
Medical Records Technician	2539	2633	2719	2870
Office Administrative Specialist	2665	2758	2861	3018
Office Specialist	2539	2633	2719	2870
Pharmacist Lead Technician	2246	2316	2394	2519
Pharmacist Technician	2082	2144	2212	2322
Public Aid Eligibility Assistant	2246	2316	2394	2519
Radiologic Technologist	2539	2633	2719	2870
Radiologic Technologist Program Coordinator	2665	2758	2861	3018
Ranger	2787	2890	2999	3167
Rehabilitation Counselor	2331	2416	2497	2627
Aide I				
Rehabilitation Counselor Aide II	2539	2633	2719	2870
Senior Ranger	2931	3042	3157	3337
Site Technician I	2431	2516	2604	2746
Site Technician II	2665	2758	2861	3018
Social Service Community Planner	2539	2633	2719	2870
State Police Evidence Technician I	2665	2758	2861	3018
State Police Evidence Technician II	2787	2890	2999	3167
Statistical Research Technician	2539	2633	2719	2870
Veterans Service Officer	2665	2758	2861	3018
Vocational Instructor	2665	2758	2861	3018

(Source: Peremptory amendment at 21 Ill. Reg. October 14, 1997)

11-1-97, effective

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

NOTICE OF PEREMPTORY AMENDMENTS

Section 310. TABLE R RC-042 (Residual Maintenance Workers, AFSCME)

Effective:--July-17--1994

	S-W-B-P-S		
	1	2	3
Building/Grounds-Laborer	1721	1773	1808
Building/Grounds-Head-I	1916	1973	2026
Building/Grounds-Head-II	2072	2134	2199
Building/Grounds-Maintenance-Worker	1869	1925	1973
Intermittent-Laborer-(Maintenance)	10-55	10-87	11-08
Race-Track-Maintainer-I	1903	1960	2031
Race-Track-Maintainer-II	2145	2209	2295
Refrigeration-&-Air-Conditioning Repairer	2174	2239	2334

S-W-B-P-S-(cont.)

Building/Grounds-Laborer	1882	1922	1958
Building/Grounds-Head-I	2123	2174	2226
Building/Grounds-Head-II	2326	2389	2452
Building/Grounds-Maintenance-Worker	2067	2115	2163
Intermittent-Laborer-(Maintenance)	11-54	11-70	12-00
Race-Track-Maintainer-I	2178	2247	2323
Race-Track-Maintainer-II	2472	2560	2653
Refrigeration-&-Air-Conditioning Repairer	2527	2620	2717

1/Entry-level-step-in-first-year-of-contract-

Effective:--July-17--1995

	S-W-B-P-S		
	1	2	3
Building/Grounds-Laborer	1721	1854	1910
Building/Grounds-Head-I	1916	2026	2087
Building/Grounds-Head-II	2072	2210	2285
Building/Grounds-Maintenance Worker	1869	1942	2000
Intermittent-Laborer (Maintenance)	10-55	11-37	11-71
Race-Track-Maintainer-I	1903	2026	2087
Race-Track-Maintainer-II	2145	2210	2305
Refrigeration-&-Air Conditioning Repairer	2174	2210	2305

S-W-B-P-S-(cont.)

4	5	6	7
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2/Entry-level-step-in-second-year-of-contract-

Effective: July 1, 1997 Effective:--July-17--1996

	S T E P S		
	1a	1b	1
Building/Grounds Laborer	1721	1773	1910
Building/Grounds Lead I	1916	1973	2087
Building/Grounds Lead II	2072	2134	2285
Building/Grounds Maintenance Worker	1869	1925	2000
Intermittent Laborer (Maintenance)	10-55	10-87	11-71
Race Track Maintainer I	1903	1960	2087
Race Track Maintainer II	2145	2209	2285
Refrigeration & Air Conditioning Repairer	2174	2239	2285

S T E P S (cont.)

4	5	6	7
2211	2293	2371	2504
2431	2522	2619	2768
2675	2784	2888	3060
2321	2405	2497	2636
13-55	14-06	14-53	15-35
2431	2522	2619	2768
2675	2784	2888	3060
2675	2784	2888	3060

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Full-time employees who are receiving the flat-rate pension formula will receive a one-time lump sum payment of \$565.

3/Entry-level-step-in-third-year-of-contract-

Effective: July 1, 1998

S T E P S

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

	1a	1b	1	2	3
Building/Grounds Laborer	1773	1826	1967	2026	2110
Building/Grounds Lead I	1973	2032	2150	2215	2307
Building/Grounds Lead II	2134	2198	2354	2425	2537
Building/Grounds Maintenance Worker	1925	1983	2060	2122	2212
Intermittent Laborer (Maintenance)	10.87	11.19	12.06	12.42	12.93
Race Track Maintainer I	1960	2019	2150	2215	2307
Race Track Maintainer II	2209	2275	2354	2425	2537
Refrigeration & Air	2239	2306	2354	2425	2537
Conditioning Repairer					

S T E P S (cont.)

	4	5	6	7
Building/Grounds Laborer	2277	2362	2442	2579
Building/Grounds Lead I	2504	2598	2698	2851
Building/Grounds Lead II	2755	2868	2975	3152
Building/Grounds Maintenance Worker	2391	2477	2572	2715
Intermittent Laborer (Maintenance)	13.96	14.48	14.97	15.81
Race Track Maintainer I	2504	2598	2698	2851
Race Track Maintainer II	2755	2868	2975	3152
Refrigeration & Air	2755	2868	2975	3152
Conditioning Repairer				

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Effective: July 1, 1999

	1a	1b	1	2	3
Building/Grounds Laborer	1826	1881	2026	2087	2173
Building/Grounds Lead I	2032	2093	2215	2281	2376
Building/Grounds Lead II	2198	2264	2425	2498	2613
Building/Grounds Maintenance Worker	1983	2042	2122	2186	2278
Intermittent Laborer (Maintenance)	11.19	11.53	12.42	12.79	13.32
Race Track Maintainer I	2019	2080	2215	2281	2376
Race Track Maintainer II	2275	2343	2425	2498	2613
Refrigeration & Air	2306	2375	2425	2498	2613
Conditioning Repairer					

S T E P S (cont.)

	4	5	6	7
Building/Grounds Laborer	2345	2433	2515	2656
Building/Grounds Lead I	2579	2676	2779	2937
Building/Grounds Lead II	2838	2954	3064	3247

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

	1a	1b	1	2	3
Building/Grounds Laborer	1773	1826	1967	2026	2110
Building/Grounds Lead I	1973	2032	2150	2215	2307
Building/Grounds Lead II	2134	2198	2354	2425	2537
Building/Grounds Maintenance Worker	1925	1983	2060	2122	2212
Intermittent Laborer (Maintenance)	10.87	11.19	12.06	12.42	12.93
Race Track Maintainer I	1960	2019	2150	2215	2307
Race Track Maintainer II	2209	2275	2354	2425	2537
Refrigeration & Air	2239	2306	2354	2425	2537
Conditioning Repairer					

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Maximum Security Institutions Schedule

Effective: July 1, 1999

	1a	1b	1	2	3
Building/Grounds Laborer	1989	2047	2201	2266	2357
Building/Grounds Lead I	2207	2272	2401	2471	2572
Building/Grounds Lead II	2383	2453	2624	2702	2823
Building/Grounds Maintenance Worker	2155	2218	2303	2371	2468
Intermittent Laborer (Maintenance)	12.19	12.55	13.49	13.89	14.45
Race Track Maintainer I	2194	2258	2401	2471	2572
Race Track Maintainer II	2465	2537	2624	2702	2823
Refrigeration & Air	2498	2571	2624	2702	2823
Conditioning Repairer					

S T E P S (cont.)

	4	5	6	7
Building/Grounds Laborer	2539	2633	2719	2870
Building/Grounds Lead I	2787	2890	2999	3167
Building/Grounds Lead II	3062	3186	3302	3496
Building/Grounds Maintenance Worker	2665	2758	2861	3018
Intermittent Laborer (Maintenance)	15.56	16.14	16.67	17.59
Race Track Maintainer I	2787	2890	2999	3167
Race Track Maintainer II	3062	3186	3302	3496
Refrigeration & Air	3062	3186	3302	3496
Conditioning Repairer				

(Source: Peremptory amendment at 21 Ill. Reg. _____, effective October 14, 1997)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Section 310. TABLE W RC-062 (Technical Employees, AFSCME)

Effective:--July-17-1994

Salary Grade	Step 1a-1/	Step 1	Step 2	Step 3	Step 4	Step 5
62-8	1599	1647	1710	1771	1830	1897
62-9	1660	1710	1774	1843	1909	1981
62-10	1724	1776	1853	1920	1993	2063
62-11	1800	1854	1931	2002	2084	2161
62-12	1885	1942	2024	2100	2187	2267
62-13	1967	2026	2112	2202	2291	2378
62-14	2062	2124	2216	2309	2412	2504
62-15	2153	2218	2321	2422	2521	2624
62-16	2262	2330	2430	2549	2655	2766
62-17	2373	2444	2561	2680	2792	2906
62-18	2501	2576	2702	2827	2955	3077
62-19	2637	2716	2854	2988	3126	3258
62-20	2786	2870	3014	3155	3305	3447
62-21	2942	3030	3186	3340	3495	3654
62-22	3110	3203	3368	3535	3701	3872
62-23	3299	3398	3570	3761	3939	4121
62-24	3511	3616	3800	4006	4199	4393

1/Entry-level-step-in-first-year-of-contract-

Effective:--July-17-1995

Salary Grade	Step 1a-2/	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
62-8	1599	1647	1696	1761	1824	1893	1954	2021
62-9	1660	1710	1761	1827	1898	1966	2040	2110
62-10	1724	1776	1829	1909	1978	2053	2125	2202
62-11	1800	1854	1910	1989	2062	2147	2226	2302
62-12	1885	1942	2000	2085	2163	2253	2335	2424
62-13	1967	2026	2087	2175	2268	2360	2449	2543
62-14	2062	2124	2188	2282	2378	2484	2579	2679
62-15	2153	2218	2285	2381	2495	2597	2703	2804
62-16	2262	2330	2400	2511	2625	2735	2849	2963
62-17	2373	2444	2517	2633	2763	2876	2993	3115
62-18	2501	2576	2653	2783	2912	3044	3169	3295
62-19	2637	2716	2797	2940	3078	3220	3356	3497
62-20	2786	2870	2956	3104	3250	3404	3550	3697
62-21	2942	3030	3121	3282	3440	3600	3764	3920
62-22	3110	3203	3299	3471	3641	3812	3980	4156
62-23	3299	3398	3500	3680	3861	4043	4226	4414

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

62-23 3299 3398 3500 3605 3874 4057 4245 4429 4707
62-24 3511 3616 3724 3922 4126 4325 4525 4729 5026

2/Entry-level-step-in-second-year-of-contract-

Effective: July 1, 1997 July-17-1996

Salary Grade	Step 1c3/	Step 1b 2/	Step 1a	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
62-8	1599	1647	1696	1747	1814	1879	1950	2013	2082	2192
62-9	1660	1710	1761	1814	1882	1955	2025	2101	2173	2287
62-10	1724	1776	1829	1884	1966	2037	2115	2189	2268	2394
62-11	1800	1854	1910	1967	2049	2124	2211	2293	2371	2504
62-12	1885	1942	2000	2060	2148	2228	2321	2405	2497	2636
62-13	1967	2026	2087	2150	2240	2336	2431	2522	2619	2768
62-14	2062	2124	2188	2254	2350	2449	2559	2656	2759	2919
62-15	2153	2218	2285	2354	2463	2570	2675	2784	2888	3060
62-16	2262	2330	2400	2472	2586	2704	2817	2934	3052	3232
62-17	2373	2444	2517	2593	2717	2843	2962	3083	3208	3399
62-18	2501	2576	2653	2733	2866	2999	3135	3264	3394	3596
62-19	2637	2716	2797	2881	3028	3170	3317	3457	3602	3819
62-20	2786	2870	2956	3045	3197	3348	3506	3657	3808	4041
62-21	2942	3030	3121	3215	3380	3543	3708	3877	4038	4289
62-22	3110	3203	3299	3398	3575	3750	3926	4108	4281	4546
62-23	3299	3398	3500	3605	3796	3990	4179	4372	4562	4848
62-24	3511	3616	3724	3836	4040	4250	4455	4661	4871	5177

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Full-time employees who are receiving the flat-rate pension formula will receive a one-time lump sum payment of \$565.

3/Entry-level-step-in-third-year-of-contract-

Effective: July 1, 1998

Salary Grade	Step 1c	Step 1b	Step 1a	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
62-8	1647	1696	1747	1799	1868	1935	2009	2073	2144	2258
62-9	1710	1761	1814	1868	1938	2014	2086	2164	2238	2356
62-10	1776	1829	1884	1941	2025	2098	2178	2255	2336	2466
62-11	1854	1910	1967	2026	2110	2188	2277	2362	2442	2579
62-12	1942	2000	2060	2122	2212	2295	2391	2477	2572	2715
62-13	2026	2087	2150	2215	2307	2406	2504	2598	2698	2851
62-14	2124	2188	2254	2322	2421	2522	2636	2736	2842	3007
62-15	2218	2285	2354	2425	2537	2647	2755	2868	2975	3152
62-16	2330	2400	2472	2546	2664	2785	2902	3022	3144	3329

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Salary Grade	Step 1c	Step 1b	Step 1a	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
62-17	2444	2517	2593	2671	2799	2928	3051	3175	3304	3501
62-18	2576	2653	2733	2815	2952	3089	3229	3362	3496	3704
62-19	2716	2797	2881	2967	3119	3265	3417	3561	3710	3934
62-20	2870	2956	3045	3136	3293	3448	3611	3767	3922	4162
62-21	3030	3121	3215	3311	3481	3649	3819	3993	4159	4418
62-22	3203	3299	3398	3500	3682	3863	4044	4231	4409	4682
62-23	3398	3500	3605	3713	3910	4110	4304	4503	4699	4993
62-24	3616	3724	3836	3951	4161	4378	4589	4801	5017	5332

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Effective: July 1, 1999

Salary Grade	Step 1c	Step 1b	Step 1a	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
62-8	1696	1747	1799	1853	1924	1993	2069	2135	2208	2326
62-9	1761	1814	1868	1924	1996	2074	2149	2229	2305	2427
62-10	1829	1884	1941	1999	2086	2161	2243	2323	2406	2540
62-11	1910	1967	2026	2087	2173	2254	2345	2433	2515	2656
62-12	2000	2060	2122	2186	2278	2364	2463	2551	2649	2796
62-13	2087	2150	2215	2281	2376	2478	2579	2676	2779	2937
62-14	2188	2254	2322	2392	2494	2598	2715	2818	2927	3097
62-15	2285	2354	2425	2498	2613	2726	2838	2954	3064	3247
62-16	2400	2472	2546	2622	2744	2869	2989	3113	3238	3429
62-17	2517	2593	2671	2751	2883	3016	3143	3270	3403	3606
62-18	2653	2733	2815	2899	3041	3182	3326	3463	3601	3815
62-19	2797	2881	2967	3056	3213	3363	3520	3668	3821	4052
62-20	2956	3045	3136	3230	3392	3551	3719	3880	4040	4287
62-21	3121	3215	3311	3410	3585	3758	3934	4113	4284	4551
62-22	3299	3398	3500	3605	3792	3979	4165	4358	4541	4822
62-23	3500	3605	3713	3824	4027	4233	4433	4638	4840	5143
62-24	3724	3836	3951	4070	4286	4509	4727	4945	5168	5492

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Maximum Security Institutions Schedule

Effective: July 1, 1999

Salary Grade	Step 1c	Step 1b	Step 1a	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
62-8	1851	1904	1960	2018	2093	2166	2246	2316	2394	2519
62-9	1920	1976	2033	2093	2169	2252	2331	2416	2497	2627
62-10	1992	2051	2110	2172	2265	2344	2431	2516	2604	2746
62-11	2078	2138	2201	2266	2357	2443	2539	2633	2719	2870
62-12	2173	2237	2303	2371	2468	2560	2665	2758	2861	3018
62-13	2266	2333	2401	2471	2572	2680	2787	2890	2999	3167

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Salary Grade	Step 1c	Step 1b	Step 1a	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
62-14	2373	2443	2515	2589	2698	2808	2931	3042	3157	3337
62-15	2476	2549	2624	2702	2823	2944	3062	3186	3302	3496
62-16	2598	2674	2752	2834	2962	3095	3223	3354	3487	3689
62-17	2722	2803	2885	2971	3110	3251	3386	3521	3662	3877
62-18	2866	2951	3037	3127	3277	3427	3580	3726	3872	4098
62-19	3019	3108	3199	3294	3460	3619	3786	3943	4106	4351
62-20	3188	3282	3378	3478	3650	3819	3997	4167	4337	4600
62-21	3363	3462	3564	3669	3855	4039	4225	4415	4597	4880
62-22	3551	3657	3765	3876	4075	4272	4470	4675	4869	5168
62-23	3765	3876	3990	4109	4324	4542	4754	4972	5186	5507

(Source: Peremptory amendment at 21 Ill. Reg. 142.07, effective October 14, 1997)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Section 310.TABLE X RC-063 (Professional Employees, AFSCME)

Effective: July 17, 1994

Salary Step Grade	Step 1a	Step 1b	Step 1c	Step 2	Step 3	Step 4	Step 5	
63-13	1967	2026	2112	2202	2291			
2378	2469	2609						
63-14	2062	2124	2216	2309	2412	2504	2601	2751
63-15	2153	2218	2321	2422	2521	2624	2722	2884
63-16	2262	2330	2438	2549	2655	2766	2877	3047
63-17	2373	2444	2561	2680	2792	2906	3024	3204
63-18	2501	2576	2702	2827	2955	3077	3199	3389
63-19	2637	2716	2854	2980	3126	3258	3395	3600
63-20	2786	2866	3014	3155	3305	3447	3589	3809
63-21	2942	3030	3186	3340	3495	3654	3806	4043
63-22	3110	3203	3370	3535	3701	3872	4035	4285
63-23	3299	3398	3578	3761	3939	4121	4300	4570

1/Entry-level-step-in-first-year-of-contract:

Effective: July 17, 1995

Salary Step Grade	Step 1a	Step 1b	Step 1c	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
63-13	1967	2026	2087	2150	2215	2281	2347	2412	2477
63-14	2062	2124	2188	2254	2322	2392	2464	2537	2607
63-15	2153	2218	2285	2354	2425	2498	2573	2647	2721
63-16	2262	2330	2400	2472	2546	2624	2702	2785	2868
63-17	2373	2444	2517	2593	2671	2759	2848	2937	3022
63-18	2501	2576	2653	2733	2815	2902	2993	3089	3175
63-19	2637	2716	2797	2881	2967	3119	3265	3417	3561
63-20	2786	2866	2956	3045	3136	3293	3448	3611	3767
63-21	2942	3030	3121	3215	3311	3481	3649	3819	3993
63-22	3110	3203	3299	3398	3500	3682	3863	4044	4231
63-23	3299	3398	3500	3605	3713	3910	4110	4304	4503

2/Entry-level-step-in-second-year-of-contract:

Effective: July 1, 1997 July 17, 1996

Salary Step Grade	Step 1a	Step 1b	Step 1c	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
63-13	1967	2026	2087	2150	2215	2281	2347	2412	2477
63-14	2062	2124	2188	2254	2322	2392	2464	2537	2607
63-15	2153	2218	2285	2354	2425	2498	2573	2647	2721
63-16	2262	2330	2400	2472	2546	2624	2702	2785	2868
63-17	2373	2444	2517	2593	2671	2759	2848	2937	3022
63-18	2501	2576	2653	2733	2815	2902	2993	3089	3175
63-19	2637	2716	2797	2881	2967	3119	3265	3417	3561
63-20	2786	2866	2956	3045	3136	3293	3448	3611	3767
63-21	2942	3030	3121	3215	3311	3481	3649	3819	3993
63-22	3110	3203	3299	3398	3500	3682	3863	4044	4231
63-23	3299	3398	3500	3605	3713	3910	4110	4304	4503

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Section 310.TABLE X RC-063 (Professional Employees, AFSCME)

Effective: July 17, 1994

Salary Step Grade	Step 1a	Step 1b	Step 1c	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
63-17	2373	2444	2517	2593	2671	2759	2848	2937	3022
63-18	2501	2576	2653	2733	2815	2902	2993	3089	3175
63-19	2637	2716	2797	2881	2967	3119	3265	3417	3561
63-20	2786	2866	2956	3045	3136	3293	3448	3611	3767
63-21	2942	3030	3121	3215	3311	3481	3649	3819	3993
63-22	3110	3203	3299	3398	3500	3682	3863	4044	4231
63-23	3299	3398	3500	3605	3713	3910	4110	4304	4503

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Full-time employees who are receiving the flat-rate pension formula will receive a one-time lump sum payment of \$565.

3/Entry-level-step-in-third-year-of-contract:

Effective: July 1, 1998

Salary Step Grade	Step 1a	Step 1b	Step 1c	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
63-13	2026	2087	2124	2188	2215	2281	2347	2412	2477
63-14	2124	2188	2218	2285	2322	2392	2464	2537	2607
63-15	2218	2285	2330	2400	2472	2546	2624	2702	2785
63-16	2330	2400	2444	2517	2593	2671	2759	2848	2937
63-17	2444	2517	2576	2653	2733	2815	2902	2993	3089
63-18	2576	2653	2716	2797	2881	2967	3119	3265	3417
63-19	2716	2797	2870	2956	3045	3136	3293	3448	3611
63-20	2870	2956	3030	3121	3215	3311	3481	3649	3819
63-21	3030	3121	3203	3299	3398	3500	3682	3863	4044
63-22	3203	3299	3398	3500	3605	3713	3910	4110	4304
63-23	3398	3500	3605	3713	3910	4110	4304	4503	4699

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Effective: July 1, 1999

Salary Step Grade	Step 1a	Step 1b	Step 1c	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
63-13	2087	2150	2188	2254	2281	2347	2412	2477	2542
63-14	2188	2254	2285	2354	2392	2464	2537	2607	2677
63-15	2285	2354	2400	2472	2498	2573	2647	2721	2791
63-16	2400	2472	2517	2593	2622	2702	2785	2868	2947
63-17	2517	2593	2653	2733	2751	2833	2916	3001	3086
63-18	2653	2733	2815	2899	2915	3001	3086	3171	3256
63-19	2797	2881	2967	3056	3136	3226	3316	3406	3491
63-20	2956	3045	3136	3226	3316	3406	3491	3581	3671
63-21	3121	3215	3311	3406	3491	3581	3671	3761	3851
63-22	3299	3398	3500	3605	3713	3823	3933	4043	4153
63-23	3500	3605	3713	3823	3933	4043	4153	4263	4373

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

63-20	2956	3045	3136	3230	3392	3551	3719	3880	4040	4287
63-21	3121	3215	3311	3410	3585	3758	3934	4113	4284	4551
63-22	3399	3398	3500	3605	3792	3979	4165	4358	4541	4822
63-23	3500	3605	3713	3824	4027	4233	4433	4638	4840	5143

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Maximum Security Institutions Schedule

Effective: July 1, 1999

Salary Grade	Step 1c	Step 1b	Step 1a	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
63-13	2266	2333	2401	2471	2572	2680	2787	2890	2999	3167
63-14	2373	2443	2515	2589	2698	2808	2931	3042	3157	3337
63-15	2476	2549	2624	2702	2823	2944	3062	3186	3302	3496
63-16	2598	2674	2752	2834	2962	3095	3223	3354	3487	3689
63-17	2722	2803	2885	2971	3110	3251	3386	3521	3662	3877
63-18	2866	2951	3037	3127	3277	3427	3580	3726	3872	4098
63-19	3019	3108	3199	3294	3460	3619	3786	3943	4106	4351
63-20	3188	3282	3378	3478	3650	3819	3997	4167	4337	4600
63-21	3363	3462	3564	3669	3855	4039	4225	4415	4597	4880
63-22	3551	3657	3765	3876	4075	4272	4470	4675	4869	5168
63-23	3765	3876	3990	4109	4324	4542	4754	4972	5186	5507

(Source: Peremptory amendment at 21 Ill. Reg. _____, effective October 14, 1997)

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Section 310. TABLE Y RC-063 (Educators, AFSCME)

Effective-July-17-1994

LANE EDUCATIONAL	1a-17	1	2	3	4	5	6	7
1 BA	2357	2428	2542	2654	2775	2919	3055	3314
2 BA-+-0-Hours	2421	2428	2542	2654	2775	2919	3055	3314
3 BA-+-16-Hours	2477	2551	2674	2812	2960	3101	3259	3535
4 BA-+-24-Hours	2535	2611	2742	2896	3049	3207	3361	3651
5 MA	2600	2678	2819	2979	3139	3304	3461	3761
6 MA-+-16-Hours	2647	2726	2884	3044	3206	3372	3529	3835
7 MA-+-32-Hours	2729	2811	2968	3130	3294	3459	3617	3929

17Entry-level-step-in-first-year-of-contract:

Effective-July-17-1995

LANE EDUCATIONAL	1a-27	1	2	3	4	5	6
1 BA	2357	2428	2501	2618	2734	2850	3007
2 BA-+-0-Hours	2421	2494	2569	2686	2807	2954	3106
3 BA-+-16-Hours	2477	2551	2628	2754	2896	3049	3194
4 BA-+-24-Hours	2535	2611	2689	2824	2983	3140	3303
5 MA	2600	2678	2758	2904	3068	3233	3403
6 MA-+-16-Hours	2647	2726	2808	2971	3135	3302	3473
7 MA-+-32-Hours	2729	2811	2895	3057	3224	3393	3563

S-W-B-P-S-(cont.)

7
3413
3527
3641
3761
3874
3950
4047

27Entry-level-step-in-second-year-of-contract:

Effective-July-17-1996

LANE EDUCATIONAL	1a-37	1a	1	2	3	4	5	6
1 BA	2357	2428	2501	2576	2697	2816	2944	3097
2 BA-+-0-Hours	2421	2494	2569	2646	2767	2891	3043	3199
3 BA-+-16-Hours	2477	2551	2628	2707	2837	2983	3140	3290

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

4	BA-t-24-Hours	2535	2611	2609	2770	2989	3072	3234	3402	3566
5	MA	2600	2670	2750	2841	2991	3160	3330	3505	3672
6	MA-t-16-Hours	2647	2726	2808	2892	3060	3229	3401	3577	3744
7	MA-t-32-Hours	2729	2811	2895	2982	3149	3321	3495	3670	3838

S-T-B-P-S-(cont.)

7
3515
3639
3750
3874
3990
4069
4160

3/Entry-level-step-in-third-year-of-contract.

Effective July 1, 1997

LANE	EDUCATIONAL LEVEL	S T E P S				
		1c	1b	1a	1	2
1	BA	2428	2501	2576	2778	2900
2	BA + 8 Hours	2494	2569	2646	2725	2850
3	BA + 16 Hours	2551	2628	2707	2788	2922
4	BA + 24 Hours	2611	2689	2770	2853	2996
5	MA	2678	2758	2841	2926	3081
6	MA + 16 Hours	2726	2808	2892	2979	3152
7	MA + 32 Hours	2811	2895	2982	3071	3243

S T E P S (cont.)

7
3742
3863
3990
4110
4191
4293

Effective July 1, 1998

LANE	EDUCATIONAL LEVEL	S T E P S				
		1c	1b	1a	1	2
1	BA	2501	2576	2653	2733	2861
2	BA + 8 Hours	2569	2646	2725	2807	2936
3	BA + 16 Hours	2628	2707	2788	2872	3010
4	BA + 24 Hours	2689	2770	2853	2939	3086
5	MA	2758	2841	2926	3014	3173
6	MA + 16 Hours	2808	2892	2979	3068	3247

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

7	MA + 32 Hours	2895	2982	3071	3163	3340	3524	3708	3893	4072
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S T E P S (cont.)

7
3729
3854
3979
4110
4233
4317
4422

Effective July 1, 1999

LANE	EDUCATIONAL LEVEL	S T E P S				
		1c	1b	1a	1	2
1	BA	2576	2653	2733	2815	2947
2	BA + 8 Hours	2646	2725	2807	2891	3024
3	BA + 16 Hours	2707	2788	2872	2958	3100
4	BA + 24 Hours	2770	2853	2939	3027	3179
5	MA	2841	2926	3014	3104	3268
6	MA + 16 Hours	2892	2979	3068	3160	3344
7	MA + 32 Hours	2982	3071	3163	3258	3440

S T E P S (cont.)

7
3841
3970
4098
4233
4360
4447
4555

Maximum Security Institutions Schedule

Effective July 1, 1999

LANE	EDUCATIONAL LEVEL	S T E P S				
		1c	1b	1a	1	2
1	BA	2705	2784	2866	2951	3087
2	BA + 8 Hours	2777	2858	2943	3029	3166
3	BA + 16 Hours	2840	2923	3010	3098	3245
4	BA + 24 Hours	2905	2990	3079	3169	3326
5	MA	2978	3065	3156	3249	3418
6	MA + 16 Hours	3030	3120	3212	3306	3496
7	MA + 32 Hours	3123	3215	3309	3407	3595

S T E P S (cont.)

3
3221
3305
3408
3585
3692
3800
3936
4078
4182

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

3/Entry-level-step-in-third-year-of-contract:

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Full-time employees who are receiving the flat-rate pension formula will receive a one-time lump sum payment of \$565.

Effective July 1, 1998

	S T E P S					
	1c	1b	1a	1	2	3
Physician	5565	5732	5904	6081	6430	6783
Physician	5884	6061	6243	6430	6828	7226
Specialist						
Option A	6421	6614	6812	7016	7436	7857
Physician						
Specialist						
Option B	7169	7384	7606	7834	8302	8771
Physician						
Specialist						
Option C	8027	8268	8516	8771	9238	9705
Physician						
Specialist						
Option D	8509	8764	9027	9298	9792	10288
Physician						
Specialist						
Option E						

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Effective July 1, 1999

	S T E P S					
	1c	1b	1a	1	2	3
Physician	5732	5904	6081	6263	6623	6986
Physician	6061	6243	6430	6623	7033	7443
Specialist						
Option A	6614	6812	7016	7226	7659	8093
Physician						
Specialist						
Option B	7384	7606	7834	8069	8551	9034
Physician						
Specialist						
Option C	8268	8516	8771	9034	9515	9996
Physician						
Specialist						
Option D						

DEPARTMENT OF CENTRAL MANAGEMENT SERVICES

NOTICE OF PEREMPTORY AMENDMENTS

Physician	8764	9027	9298	9577	10086	10597	11108	11619	12128
Specialist									
Option E									

NOTE: Employees subject to the alternative pension formula will be paid at rates that are 3% higher than those stated above.

Maximum Security Institutions Schedule
Effective July 1, 1999

	S T E P S					
	1c	1b	1a	1	2	3
Physician	6133	6315	6502	6696	7078	7463
Physician	6482	6674	6873	7078	7513	7947
Specialist						
Option A	7068	7278	7494	7718	8177	8638
Physician						
Specialist						
Option B	7886	8121	8363	8612	9124	9636
Physician						
Specialist						
Option C	8823	9086	9357	9636	10146	10656
Physician						
Specialist						
Option D	9349	9628	9916	10211	10752	11294
Physician						
Specialist						

(Source: Peremptory amendment at 21 Ill. Reg. 14600, effective October 14, 1997)

DEPARTMENT OF CHILDREN AND FAMILY SERVICES

NOTICE OF MODIFICATION TO EMERGENCY RULES IN RESPONSE TO AN OBJECTION OF THE
JOINT COMMITTEE ON ADMINISTRATIVE RULES

TITLE 89: SOCIAL SERVICES
CHAPTER III: DEPARTMENT OF CHILDREN AND FAMILY SERVICES
SUBCHAPTER e: REQUIREMENTS FOR LICENSURE

PART 401
LICENSING STANDARDS FOR CHILD WELFARE AGENCIES

Section	Purpose
401.1	Definitions
401.2	Effective Date of Standards (Repealed)
401.3	Application for License
401.4	Application for Renewal of License
401.5	Provisions Pertaining to License
401.6	Provisions Pertaining to Permit
401.7	Incorporation
401.8	Composition and Responsibilities of the Governing Body
401.9	Finances
401.10	The Administrator
401.11	Social Work Supervisors
401.12	Child Welfare Workers
401.13	Professional Staff
401.14	Support Personnel
401.15	Volunteers
401.16	Background Checks
401.17	Legal Safeguards of Children Served
401.18	Required Written Consents
401.19	Agency Responsibility
401.20	Interstate Placement of Children
401.21	Health and Medical Services for Children
401.22	Records and Reports
401.23	Records Retention
401.24	Agency Supervised Foster Family Homes, Group Homes and Day Care and Night Care Homes
401.25	Severability of This Part
401.26	

SUBPART A: INTRODUCTION AND DEFINITIONS

401.30	Purpose
401.40	Definitions

SUBPART B: PERMITS AND LICENSES

401.100	Application for License
401.110	Provisions Pertaining to Permits
401.120	Provisional Licenses
401.130	Provisions Pertaining to Licenses

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1) Heading of the Part: Licensing Standards for Child Welfare Agencies

2) Code Citation: 89 Ill. Adm. Code 401

Section Numbers:	401.14
401.1	401.15
401.2	401.16
401.3	401.17
401.4	401.18
401.5	401.19
401.6	401.20
401.7	401.21
401.8	401.22
401.9	401.23
401.10	401.24
401.11	401.25
401.12	401.26
401.13	

4) Notice of Emergency Amendments Published in the Illinois Register: 21 Ill. Reg. 9151, July 11, 1997

5) JCAR Statement of Objection to Emergency Amendments Published in the Illinois Register: 21 Ill. Reg. 11988, August 29, 1997

6) Date agency submitted this modification to JCAR for approval: October 15, 1997

7) Summary of Action Taken by the Agency: The Department reinstated the inadvertently repealed language in Sections 401.1 through 401.26. In the October 17, 1997, Illinois Register the Department adopted modification to Section 401.30, but omitted the abovementioned changes.

8) The full text of the Sections of the emergency amendments being modified begins on the next page:

DEPARTMENT OF CHILDREN AND FAMILY SERVICES

NOTICE OF MODIFICATION TO EMERGENCY RULES IN RESPONSE TO AN OBJECTION OF THE
JOINT COMMITTEE ON ADMINISTRATIVE RULES

401.140 Application for Renewal of License
 401.150 Acceptance of Accreditation in Lieu of License Renewal Study
 401.160 Voluntary Surrender of License

SUBPART C: ADMINISTRATION AND FINANCIAL MANAGEMENT

401.200 Incorporation
 401.210 Composition and Responsibilities of the Governing Body
 401.220 Organization and Administration
 401.230 Finances
 401.240 Background Checks
 401.250 Required Reporting to the Department
 401.260 Required Record Keeping
 401.270 Records Retention

SUBPART D: PERSONNEL REQUIREMENTS

401.300 The Executive Director
 401.310 Child Welfare Supervisors
 401.320 Child Welfare Workers
 401.330 Licensing Staff
 401.340 Professional Staff
 401.350 Support Personnel
 401.360 Use of Volunteer Services
 401.370 Non-Discrimination Against Employees Who Report Suspected Licensing Violations
 401.380 Personnel Records

SUBPART E: SERVICES TO CHILDREN

401.400 Legal Safeguards of Children Served
 401.410 Required Written Consents
 401.420 Agency Responsibility
 401.430 Interstate Placement of Children
 401.440 Health and Medical Services for Children
 401.450 Transportation of Children
 401.460 Agency Supervised Foster Family Homes, Group Homes and Day Care Homes
 401.470 Agency Responsibilities for Adoption Services

SUBPART F: SEVERABILITY CLAUSE

401.500 Severability of This Part

APPENDIX A Licensing Progression for Child Welfare Agencies
APPENDIX B Requirements for Operation of Branch Offices
APPENDIX C Financial Analysis of Child Welfare Agency Operations
APPENDIX D Minimum Requirements for a Risk Management Plan

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NOTICE OF MODIFICATION TO EMERGENCY RULES IN RESPONSE TO AN OBJECTION OF THE
JOINT COMMITTEE ON ADMINISTRATIVE RULES

APPENDIX E Acceptance of Voluntary Surrender of License - No
 Investigations Pending
APPENDIX F Acceptance of Voluntary Surrender of License - Investigations
 Pending
APPENDIX G Acceptable Human Services Degrees
APPENDIX H Professionals Who Must Be Registered or Licensed

AUTHORITY: Implementing and authorized by the Child Care Act of 1969 [225 ILCS 10].

SOURCE: Adopted and codified at 5 Ill. Reg. 11351, effective November 12, 1981; amended at 7 Ill. Reg. 3428, effective April 4, 1983; amended at 11 Ill. Reg. 17511, effective October 15, 1987; amended at 21 Ill. Reg. 4502, effective April 1, 1997; emergency amendment at 21 Ill. Reg. 8858, effective July 1, 1997, for a maximum of 150 days; modified in response to JCAR objection at 21 Ill. Reg. 13929 and 21 Ill. Reg. 14333.

Section 401.1 Purpose

- a) The purpose of this part is to prescribe the standards for licensure as a child welfare agency and to describe how to apply for a license.
- b) The licensing standards set forth in this part are applicable to child welfare agencies as defined in the Child Care Act.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg. 14333.)

Section 401.2 Definitions

"Access to children" means an employee's job duties require that the employee be present in a licensed child care facility during the hours that children are present in the facility. In addition, any person who is permitted to be alone outside the visual or auditory supervision of facility staff with children receiving care in a licensed child care facility is subject to the background check requirements of this part.

"Background check" means:

- a criminal history via fingerprints of persons age 18 and over which are submitted to the Illinois State Police and the Federal Bureau of Investigation (FBI) for comparison to their criminal history records, as appropriate, or via a LEADS check of persons ages 13 through 17; and
- a check of the Child Abuse and Neglect Tracking System (CANTS) and other state child protection systems, as appropriate, to

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determine whether an individual is currently alleged or has been indicated as a perpetrator of child abuse or neglect; and

- a check of the Statewide Child Sex Offender Registry.

"Child" means any person under 18 years of age. (Section 2.01 of the Child Care Act of 1969 [225 ILCS 10/2.01])

"Child care facility" means any person, group of persons, agency, association or organization, whether established for gain or otherwise, who or which receives or arranges for care or placement of one or more children, unrelated to the operator of the facility, apart from the parents, with or without the transfer of the right of custody in any facility as defined in the Child Care Act of 1969, established and maintained for the care of children. (Section 2.05 of the Child Care Act of 1969)

"Child welfare agency" means a public or private child care facility, receiving any child or children for the purpose of placing or arranging for placement of the child or children in foster family homes or other facilities for child care, apart from the custody of the child's or children's parents. (Section 2.08 of the Child Care Act of 1969)

"Conditional employee" means an individual (including any substitute or assistant) who has applied for and been conditionally selected to perform child care functions or administrative, professional, or support functions that allow access to children, as defined in this Section, and who has commenced such duties while awaiting the results of the background check required by this Part.

"Department" means the Illinois Department of Children and Family Services. (Section 2.02 of the Child Care Act of 1969)

"Initial background check" means the individual has cleared a check of the Child Abuse and Neglect Tracking System and the Statewide Child Sex Offender Registry.

"License" means a document issued by the Department which authorizes child care facilities to operate in accordance with applicable standards and the provisions of the Child Care Act of 1969.

"License applicant", for purposes of background checks, means the operator or persons with direct responsibility for daily operation of the facility to be licensed. (Section 4.4 of the Child Care Act of 1969)

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"Licensee" means those individuals, agencies, or organizations who hold a license or permit issued by the Department.

"Licensing representative" means persons authorized by the Department under the Child Care Act of 1969 to examine facilities for licensure.

"Permit" means a one-time only document issued by the Department for a six-month period to allow the individual(s), agency, or organization to become eligible for a license.

"Persons subject to background checks" means:

- the operator(s) of the child care facility; and
- all current and conditional employees of the child care facility; and
- any person who is used to replace or supplement staff; and
- any person who has access to children, as defined in Section 385.20, Definitions, of 89 Ill. Adm. Code 385, Background Checks.

If the child care facility operates in a family home, the license applicant(s) and all members of the household age 13 and over are subject to background checks, as appropriate, even if these members of the household are not usually present in the home during the hours the child care facility is in operation.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg. 14383)

Section 401.4 Application for License

- a) The application for license shall be completed by the officers of the governing body of the child welfare agency, or its authorized representative, on forms prescribed and furnished by the Department.
- b) For the application to be considered complete, the following shall be attached to the application:

- 1) articles of incorporation and by-laws, indicating that the agency's corporate status is in good standing with the Illinois Secretary of State;
- 2) statement of purpose including child care services and the types of child care facilities to be operated and supervised by the agency;
- 3) list of officers, board members and committees of the governing body;
- 4) operating budget;

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NOTICE OF MODIFICATION TO EMERGENCY RULES IN RESPONSE TO AN OBJECTION OF THE
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- 5) range of services;
- 6) staffing plan which includes job descriptions and the qualifications of the staff; and
- 7) a list of persons subject to the background check requirements of 89 Ill. Adm. Code 385, Background Checks and each person's complete, signed authorization to conduct the background check.
- c) A new application shall be filed:
 - 1) when an application for license has been withdrawn, and the agency seeks to reapply;
 - 2) when there is a change of address of the child welfare agency;
 - 3) when there is a change of name, ownership, or corporate status of the agency; or
 - 4) not sooner than 12 months after the Department has revoked or refused to renew a license, and a new license is sought.
- d) A new application may be submitted at any time when a license, permit or application has been voluntarily surrendered or withdrawn by the applicant.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg. 14385)

Section 401.5 Application for Renewal of License

- a) Application forms for license renewal shall be mailed to the child welfare agency by the Department six months prior to the expiration date of the license.
- b) The completed application shall be submitted to the Department three months before the date of the expiration of the child welfare agency's license.
- c) Upon receipt of the application for license renewal, the Department shall conduct a license study in order to determine that the child welfare agency continues to meet licensing standards. The licensing study shall be in writing and shall be reviewed and signed by the licensing supervisor and the licensing representative performing the study.
- d) *When a licensee has made timely and sufficient application for renewal of a license or a new license with reference to any activity of a continuing nature and the Department fails to render a decision on the application for renewal of the license prior to the expiration date of the license, the existing license shall continue in full force and effect for up to thirty (30) days until the final Department decision has been made. The Department may further extend the period in which such decision must be made in individual cases for up to 30 days, if good cause is shown. "Good cause" includes but is not limited to shortages of staff.*

(Source: Modified in response to JCAR Objection at 21 Ill. Reg.

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NOTICE OF MODIFICATION TO EMERGENCY RULES IN RESPONSE TO AN OBJECTION OF THE
JOINT COMMITTEE ON ADMINISTRATIVE RULES**Section 401.6 Provisions Pertaining to License**

- a) A child welfare agency license is valid for four years unless revoked by the Department or voluntarily surrendered by the licensee.
- b) The child welfare agency shall adhere to the provisions specified on the license.
- c) The license shall not be transferred or transmitted to another person or other legal entity.
- d) The license shall not be valid for an address other than the address shown on the license.
- e) The current license shall be displayed at the agency headquarters at all times.
- f) There shall be no fee or charge for the license.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg.

Section 401.7 Provisions Pertaining to Permit

- a) A permit shall not be issued prior to the following:
 - 1) completion of the application for license and submission to the Department;
 - 2) employment of a qualified administrator who has passed the background check requirements of 89 Ill. Adm. Code 385, Background Checks and development of a projected staffing plan indicating the time table by which qualified staff shall be hired;
 - 3) established procedures and forms for required records and reports;
 - 4) a written plan which indicates that requirements for a license shall be met within the permit period; and
 - 5) demonstration of financial capability through a projected budget.
- b) A permit shall not be issued retroactively.
- c) The permit shall not be renewable.
- d) The permit shall not be transferred or transmitted to another person or other legal entity.
- e) The permit shall not be valid for an address different from the address shown on the issued permit.
- f) The child welfare agency shall adhere to the provisions specified on the permit.
- g) A current permit shall be on display at the agency headquarters at all times.
- h) A license shall be issued any time within the six months period covered by the permit provided the facility achieves and maintains compliance with the Department's licensing standards.

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- i) There shall be no fee or charge for the permit.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg.

Section 401.8 Incorporation

The child welfare agency or the responsible governing body shall be incorporated, and a copy of the articles of incorporation shall be filed with the Department at the time of application. A copy of any later amendment or a copy of a certificate of dissolution shall be filed as they occur.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg.

Section 401.9 Composition and Responsibilities of the Governing Body

- a) The governing body of a child welfare agency which is incorporated as a not-for-profit shall be a Board of Directors composed of at least five persons. All board members shall be of reputable and responsible character. The governing body of a child welfare agency which is incorporated as for-profit shall be the owner(s) who shall be of reputable and responsible character. The governing body shall be responsible to the Department for maintaining the standards as set forth in this part.

- b) The governing body shall:

- 1) establish written by-laws;
- 2) assure that the child welfare agency operates at all times with an administrator who, by official notice, is made known to the Department;
- 3) hold at least two meetings annually;
- 4) keep written records or minutes of all Board meetings reflecting official actions of the Board;
- 5) officially notify the Department of any major changes in the corporate structure, or a change in the administrator of the child welfare agency, including articles of incorporation and bylaws, board membership, officers, or other changes in services provided by the agency;
- 6) establish written policies of the child welfare agency which shall be made available to all board members and employees, including services to be provided by the agency, admissions, personnel policies, fiscal operations, care of children, and other policies as needed to direct the agency such as family visitation, community contacts with children and function of the agency administrator.
- 7) provide and maintain permanent offices accessible to the public and appropriate for the administrative program and supportive

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services. These offices shall be staffed during regular hours, shall be equipped with telephones, and shall have a permanent mailing address;

- 8) maintain and keep all records and documents required by this part in the State of Illinois where they shall be readily available for licensing review;

- 9) assure fidelity bonding of fiscally responsible officers and employees against breach of fiduciary duty or the loss of monies, securities, or other property which the agency may sustain through any fraudulent or dishonest act, or acts, committed by an officer or employee acting alone or in collusion with others. These employees must be bonded regardless of whether the employee is elected or appointed or whether the employee is compensated by salary; and

- 10) assure that all persons working directly with children are of reputable character.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg.

Section 401.10 Finances

- a) The agency shall maintain a degree of financial solvency that insures adequate care of the children for whom it has assumed responsibility. An agency is considered insolvent if its financial condition is such that the sum of its debts is greater than all of its property, at a fair valuation, exclusive of property transferred, concealed or removed with intent to hinder, delay or defraud its creditors. (This definition of "insolvency" is based on the definition contained in the United States Bankruptcy Code of 1978, 11 U.S.C. 101(26).)

- b) The agency shall maintain fiscal records which shall include:

- 1) current and projected operating budget; and
 - 2) financial records annually audited and certified by public accountants not affiliated with the agency.
- c) The above records shall be maintained and kept in the State of Illinois where they shall be readily available for licensing review.
- d) A certified copy of the agency's annual audit as performed by an independent auditor shall be submitted to authorized Department staff upon request.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg.

Section 401.11 The Administrator

- a) The administrator is that person designated by the board or owner(s) to carry out the day-to-day management of the agency and the established

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policies and procedures.

- b) An administrator shall have:
- 1) a Master's Degree from an accredited school of social work and three years' work experience in social work administration or social work supervision; or
 - 2) a Master's Degree in a human services field and three years work experience in human services administration or supervision; or
 - 3) a Bachelor's Degree from an accredited 4-year college or university and four years of social work experience, at least two years of which were in administration.
- c) All persons currently serving as administrator who have served in that capacity for a minimum of five (5) years immediately preceding the adoption and publication of this part shall be deemed qualified.
- d) If there is no social work supervisor, the administrator shall, in addition, meet the qualifications for a social work supervisor as defined in Section 401.12.
- e) A person/persons shall be appointed to act in behalf of the administrator when the administrator is absent.
- f) If the administrator is to be on leave for more than one month, or has left prior to a replacement, the Department shall be notified of the name of the person appointed as acting administrator. The acting administrator shall have the qualifications of the administrator.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg. 14372)

Section 401.12 Social Work Supervisors

- a) Social work supervisors shall have a Master's of Social Work degree from an accredited school of social work or an equivalent Master's Degree in a human services field, and two years of full-time supervised experience in a social work setting. At least one social work supervisor in the agency shall have two years of experience as a supervisor.
- b) If there is no full-time social work supervisor, the administrator shall, in addition, meet the qualifications for social work supervisor.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg. 14372)

Section 401.13 Child Welfare Workers

Child welfare workers perform administrative duties, supervise placement of children, evaluate goals for placement, prepare progress reports, make foster home studies, make licensing or permit studies, recommend discharge or placement of children and keep required records. Child welfare workers shall

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have at least a Bachelor's Degree and shall be under the supervision of a qualified social work supervisor.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg. 14373)

Section 401.14 Professional Staff

Professional staff such as social workers, psychologists, psychiatrists, physicians, dentists, teachers, and consultants -- whether full-time or part-time employees or temporary consultants -- must meet the respective licensing and registration requirements of the State of Illinois.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg. 14372)

Section 401.15 Support Personnel

Clerical and secretarial services shall be provided to maintain correspondence, records, bookkeeping and files in current and good order.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg. 14372)

Section 401.16 Volunteers

All volunteers shall meet the requirements for the tasks they perform, shall be trained for the tasks they perform, and shall be under the supervision of an assigned staff supervisor.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg. 14372)

Section 401.17 Background Checks

- a) The governing body shall ensure that all prospective and current employees submit to fingerprinting (when required), authorize a background check and otherwise meet the requirements of 89 Ill. Adm. Code 385, Background Checks.
- b) As a condition of issuance or renewal of a license by the Department, the child welfare agency shall require all persons subject to background checks to furnish information on any offenses (other than a minor traffic violation) for which they have been convicted in accordance with 89 Ill. Adm. Code 385.
- c) An employee may begin work while awaiting the results of the background check. Such employees shall not be left alone with children until the results of the initial background check have been

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received.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg.

14391)**Section 401.18 Legal Safeguards of Children Served**

The agency shall have written verification of the legal status for all children accepted for care and service. There shall be written financial agreements between the child welfare agency, foster family parents, and the legal guardian, court, institution, or another agency, as applicable and appropriate.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg.

14391)**Section 401.19 Required Written Consents**

a) Written consents from legally responsible persons (parent, court, or other legal custodian or guardian) shall be obtained for certain acts of a child or performance of certain acts on his behalf, including but not limited to:

- 1) health care and treatment, including medical, surgical, psychiatric, and dental;
- 2) use of psychoactive drugs;
- 3) religious instruction and/or church attendance in a different faith;

4) work programs, induction into the armed services, driving a car and car ownership;

5) extensive visits, trips, or excursions;

6) use of photographs for publicity or other purposes; and

7) consent to marriage for children under age 18.

b) All written consents shall be dated and limited to a specific period of time.

c) Any written or verbal consent or authorization given by the individuals referenced in paragraph a) above or by others, which conflicts with any of the requirements of 89 Ill. Adm. Code 401, is not valid.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg.

14391)**Section 401.20 Agency Responsibility**

a) Each child served by the agency shall, at all times, have a designated child welfare worker assigned.

b) Children in placement shall be seen by the assigned child welfare worker at least monthly for the first three months immediately

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following that placement and at least every three months thereafter.
c) Each foster family shall receive in-person supervision, consultation and support from the agency at least quarterly.

d) Each licensed facility supervised by the child welfare agency shall be visited by a child welfare worker of the agency at least semi-annually to insure that the standards for licensing continue to be met.

e) Major decisions regarding a child, such as accepting for placement, subsequent placements, determination of or change in the service plan, and discharge, shall be reviewed by the social work supervisor prior to implementation and when needed. These major decisions shall result in a revised service agreement.

f) A comprehensive written admission study shall be completed within 30 days of admission and shall include:

- 1) child's name, verifications of date and place of birth, sex, race, legal status including the legal status of the parents, present address, and religious affiliation;
- 2) names, birth dates, places of birth, marital status, addresses, telephone numbers, and religious affiliation of parents;
- 3) date and facility of placement and information concerning any special care or treatment provided to the child and his family; and
- 4) reasons for, and the goal of, placement.

g) The child and/or his parent or guardian shall be active participants, to the extent possible, in all decisions regarding the reasons for, and the goal of placement and the service agreement.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg.

14392)**Section 401.21 Interstate Placement of Children**

An agency placing children outside the State of Illinois or receiving children from outside the State shall adhere to all rules and regulations of legal authorities pertaining to such placements and to the requirements of the Interstate Compact on the Placement of Children (Ill. Rev. Stat. 1979, ch. 23, par. 2601 et seq.), where applicable.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg.

14392)**Section 401.22 Health and Medical Services for Children**

a) The agency shall have written policies providing for medical, surgical, and dental care for children in placement. Such policies shall be formulated in consultation with physicians and dentists licensed to practice in the State of Illinois.

b) Medical records on each child shall be maintained, including his

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medical history, parental or guardian consent for medical treatment, report of admission examination, all subsequent examinations, diagnoses, illnesses, immunizations, treatment, and discharge examination.

c) A complete medical history shall include:

- 1) current problems, medications and handicaps, past health conditions such as diseases, allergies and surgeries, immunizations and dates, and report of most recent physical examinations; and
- 2) all available information pertaining to the health history of the child's family.

d) Each child shall be examined by a physician within thirty days prior to placement. However, in emergency placements the physical exam shall be scheduled within 5 days after placement and completed within 15 days after placement. In all cases, each child shall be screened for communicable diseases within 72 hours of placement.

e) Children shall be examined annually or more frequently if findings and medical opinion indicate need. Diagnosed medical problems shall be treated promptly.

f) Dental examinations shall be given at least annually. Diagnosed dental defects shall receive prompt treatment.

g) Immunizations and tests shall be administered as required by the Illinois Department of Public Health regulations or as recommended by a physician.

h) Immunizations must be waived or modified for a child who, for medical reasons, should not be subject to an immunization or when there is a waiver on religious grounds.

i) If treatment for any physical impairment which requires continuing or follow-up medical attention is needed, the parent, guardian or other facility shall be notified in writing.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg.

~~14393~~

Section 401.23 Records and Reports

a) The agency shall maintain current records on each child receiving care or services, on agency personnel (including volunteers), and on each facility operating under its supervision.

b) Records for each child shall include an admission study, legal documents and agreements for care, as required, and case recording reflective of the on-going care and treatment of the child.

c) At the time a child is discharged from care, records shall include the reason for discharge, the legal status of the child, to whom the child is released or discharged, and any recommendation for the child's future care.

d) Records shall be maintained on all employees and, in addition, for

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each volunteer who has responsibility for the care and supervision of children and shall document compliance with Section 401.17, Background Check. The records shall contain all pertinent information relative to character, suitability, qualifications for the position, health, three references, and history of employment for the last five years. Personnel records shall include the date of employment and the date and reason(s) for separation. These records shall be available for licensing review.

e) The child welfare agency shall maintain a separate file of the results of the background check required by Section 401.17 and 89 Ill. Adm. Code 385, Background Checks.

f) The child welfare agency shall maintain and submit reports on staff and volunteers to the Department on forms prescribed by the Department:

- 1) An individual report on each new employee (including owner, operator, or director) shall be filed with the Department; a copy of this report shall be kept at the agency.
- 2) All staff changes shall be reported to the Department within two business days after beginning employment. Such reports shall be accompanied by complete, signed authorizations for background checks, as required by 89 Ill. Adm. Code 385, Background Checks.
- 3) Copies of documentation of medical information, verification of educational achievement, and character references of employees shall be provided upon request by the Department.

g) The child welfare agency shall maintain in its official records the major decisions and policies of the governing body or board.

h) Financial records of operations shall be maintained as part of the permanent records of the agency and shall include, a copy of the annual audit.

i) The child welfare agency shall enter in the child's record and orally report immediately to the child's parent, guardian, and the Department any serious occurrences involving children. If the agency is unable to contact the parent, guardian or Department immediately, it shall document this fact in the child's record. These occurrences include serious accident or injury requiring extensive medical care or hospitalization; death; arrest; alleged abuse or neglect; major fire or other emergency situations; movement of the child welfare agency which affects any child or children, personnel, or the conduct of the agency. Oral reports shall be confirmed in writing within two working days of the occurrence.

j) Records shall be kept in safe, locked places.

k) Authorized Department licensing representatives or other Department representatives who have the Director's written authorization shall have access to the records and reports. All persons who have access to the records and reports shall respect their confidential nature.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg.

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11-1-97

Section 401.24 Records Retention

Personnel, general and financial records required of the child welfare agency shall be maintained for five years. Children's records shall be maintained for at least five years after the child's majority.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg.

11-1-97)

Section 401.25 Agency Supervised Foster Family Homes, Group Homes and Day Care and Night Care Homes

a) Foster family homes, group homes, and day care and night care homes operated and supervised by a child welfare agency shall be licensed according to the standards prescribed and published by the Department for licensing such homes.

b) The agency shall submit an application for a license for each child care facility operated by it on forms provided by the Department.

c) Recommendation for the licensure of family homes operated by a child welfare agency may be made to the Department by the agency and in accordance with the standards prescribed for such facilities.

d) Upon receipt of an application for a group home license, the Department's licensing staff shall conduct a license study and, provided the group home is in compliance with group home licensing standards, recommend licensure.

e) The agency operating any child care facility shall be responsible for its conduct in accordance with the licensing standards prescribed by the Department.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg.

11-1-97)

Section 401.26 Severability of This Part

If any court of competent jurisdiction finds that any rule, clause, phrase, or provision of this part is unconstitutional or invalid for any reason whatsoever, this finding shall not affect the validity of the remaining portions of this part.

(Source: Modified in response to JCAR Objection at 21 Ill. Reg.

11-1-97)

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF PUBLIC HEARING ON PROPOSED AMENDMENTS

1) Heading of the Part: Food Service Sanitation Code

2) Code Citation: 77 Ill. Adm. Code 750

3) Register Citation to Notice of Proposed Rules: 21 Ill. Reg. 13763 (October 17, 1997)

4) Dates, Times and Locations of Public Hearings:

November 10, 1997 November 12, 1997
10:30 a.m. to 12:30 p.m. 10:30 a.m. to 12:30 p.m.

James R. Thompson Center Illinois Department of Public Health
5th Floor - Room N-502 4th Floor Conference Room
100 W. Randolph 525 W. Jefferson
Chicago, Illinois 60601 Springfield, Illinois 62761

5) Other Pertinent Information:

The hearing will be held for the sole purpose of gathering public comment on the proposed amendments. Persons interested in presenting testimony at this hearing are advised that the Department will adhere to the following procedures in the conduct of the hearing:

1. Each person presenting oral testimony shall provide to the hearing officer a written (preferably typed) copy of such testimony at the time the oral testimony is presented.

2. No person will be recognized to speak for a second time until all persons wishing to testify have done so. All testimony shall conclude at the specific times except that an individual in the midst of presenting testimony shall be allowed to complete his/her testimony.

3. In order to provide for a balanced presentation of views and to facilitate the orderly conduct of the hearing, the Hearing Office may impose such other rules of procedure, including the order of call of witnesses, as he/she deems necessary.

6. Name and Address of Agency Contact Person:

Questions regarding these proposed amendments or the public hearing shall be directed to:

Gail M. Devito
Administrative Rules Coordinator
Illinois Department of Public Health
535 West Jefferson Street, Fifth Floor
Springfield, Illinois 62761

DEPARTMENT OF PUBLIC HEALTH

NOTICE OF PUBLIC HEARING ON PROPOSED AMENDMENTS

(217) 782-2043

JOINT COMMITTEE ON ADMINISTRATIVE RULES
ILLINOIS GENERAL ASSEMBLY

SECOND NOTICES RECEIVED

The following second notices were received by the Joint Committee on Administrative Rules during the period of October 14, 1997 through October 20, 1997 and have been scheduled for review by the Committee at its November 12, 1997 meeting in Springfield. Other items not contained in this published list may also be considered. Members of the public wishing to express their views with respect to a rule should submit written comments to the Committee at the following address: Joint Committee on Administrative Rules, 700 Stratton Bldg., Springfield IL 62706.

Second Notice Expires	Agency and Rule	Start of First Notice	JCAR Meeting
11/27/97	Department of Central Management Services, Conditions of Employment (80 Ill Adm Code 303)	8/8/97 21 Ill Reg 10173	11/12/97
11/27/97	Department of Central Management Services, Merit and Fitness (80 Ill Adm Code 302)	8/8/97 21 Ill Reg 10175	11/12/97
11/27/97	Department of Insurance, Preferred Provider Program Administrators (50 Ill Adm Code 2051)	7/11/97 21 Ill Reg 8766	11/12/97
11/28/97	Office of the Comptroller, Illinois Funeral or Burial Funds Act (38 Ill Adm Code 610)	8/29/97 21 Ill Reg 11829	11/12/97
11/28/97	Department of Natural Resources, Boat and Snowmobile Registration and Safety (17 Ill Adm Code 2010)	9/5/97 21 Ill Reg 12079	11/12/97
11/28/97	Secretary of State, Regulations Under Illinois Securities Law of 1953 (14 Ill Adm Code 130)	8/22/97 21 Ill Reg 11636	11/12/97
11/30/97	Department of Public Aid, Hospital Reimbursement Changes (89 Ill Adm Code 152)	7/18/97 21 Ill Reg 9398	11/12/97
11/30/97	Pollution Control Board, Clean Fuel Fleet Program (35 Ill Adm Code 241)	7/25/97 21 Ill Reg 9639	11/12/97

JOINT COMMITTEE ON ADMINISTRATIVE RULES
ILLINOIS GENERAL ASSEMBLY

SECOND NOTICES RECEIVED

12/3/97 Pollution Control Board, Water Quality Standards (35 Ill Adm Code 302)

12/3/97 Pollution Control Board, Effluent Standards (35 Ill Adm Code 304)

12/3/97 Pollution Control Board, Water Use Designations and Site Specific Water Quality Standards (35 Ill Adm Code 303)

7/11/97 21 Ill Reg 8785

7/11/97 21 Ill Reg 8780

7/11/97 21 Ill Reg 8829

11/12/97

11/12/97

11/12/97

PROCLAMATIONS

97-536

INTER OCEAN CABINET COMPANY DAY (REVISED)

Whereas, 1997 marks the 100th anniversary of the Inter Ocean Cabinet Company; and

Whereas, the company, which was first located on Canal Street in Chicago before moving to Paulina Street and currently residing at 2415 Braga Drive in Broadview, has survived the sudden death of its young owner, the Great Depression, major market changes and competition from mass production facilities, to remain one of the most successful custom architectural woodwork firms in the Midwest; and

Whereas, the Inter Ocean Cabinet Company was purchased in 1905 by Bartholomew J. Farrell, a varnish salesman dedicated to living the American dream of entrepreneurship; and

Whereas, Bridget Farrell, Bartholomew's widow, became one of the first women to run a manufacturing company when her husband died in 1925; and

Whereas, John J. Farrell, Bartholomew and Bridget's son, joined the company full-time after his 1932 graduation from Loyola University and eventually ran the company for many years until turning it over to his son, John P. Farrell, in 1995; and

Whereas, over the years the company has supplied cabinetwork for the post office, chemistry tables and laboratory wall sinks, library furniture and sewing equipment for industrial clients such as Borg-Warner, Standard Oil, Eastman-Kodak and International Harvester and a host of hospitals, high schools and colleges; and

Whereas, Inter Ocean currently employs 23 people; and

Whereas, the company will celebrate the anniversary with an Oktoberfest barbecue held on-site for employees and friends of Inter Ocean; and

Whereas, future goals include continuing to provide precise craftsmanship, high quality products and excellent services to the greater Chicago area;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 3, 1997, as INTER OCEAN CABINET COMPANY DAY in Illinois.

Issued by the Governor September 18, 1997.

Filed by the Secretary of State October 10, 1997.

97-551

PETE McMURRAY DAY (REVISED)

Whereas, during the Monday-Friday, 6-10 a.m. time period, the morning radio show with Pete McMurray on WRRX-FM (104.9) finished first in July's Arbitron ratings; and

Whereas, WRRX-FM, a classic rock radio station, finished first in the Rockford radio market ratings in total audience share and first among ages 12 and over, 18-39, and 25-54-year-old adults; and

Whereas, during the popular "McMurray in the Morning" radio show, Pete McMurray entertains area listeners with music, talk, games and giveaways. In addition, news and information are provided twice an hour; and

Whereas, Pete McMurray will be honored for his fifth anniversary with WRRX-FM on October 31, 1997, at Giovanni's;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim

October 31, 1997, as PETE McMURRAY DAY in honor of his contributions to morning radio in the Rockford area.

Issued by the Governor September 24, 1997.

Filed by the Secretary of State October 10, 1997.

97-554

A DAY FOR ANGELS: ANGELMAN SYNDROME AWARENESS DAY

Whereas, Angelman Syndrome is a genetic disorder first described by an English pediatrician, Dr. Harry Angelman, in 1965; and

Whereas, with familiarity of the disorder, more diagnoses are being made of what was not long ago thought to be an extremely rare disorder; and

Whereas, approximately 1,500 individuals have been identified with Angelman Syndrome in the United States and Canada, and it is believed that more remain undiagnosed or misdiagnosed; and

Whereas, Angelman Syndrome is being researched by numerous professionals in order to more accurately describe its origin, physical signs and symptoms, and behavioral characteristics; and

Whereas, the Angelman Syndrome Foundation and the Angel's Helping Hands are dedicated to educating and supporting parents and professionals dealing with Angelman Syndrome; and

Whereas, citizens should be made more aware of Angelman Syndrome so that early diagnosis and intervention becomes a top priority;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim December 24, 1997, as A DAY FOR ANGELS: ANGELMAN SYNDROME AWARENESS DAY in Illinois.

Issued by the Governor September 26, 1997.

Filed by the Secretary of State October 10, 1997.

97-555

HOLY TRINITY GREEK ORTHODOX CHURCH DAY

Whereas, the Holy Trinity Greek Orthodox Church of Chicago will be commemorating its 100 years of Orthodox ministry and tradition in the Chicago area; and

Whereas, in 1897, Holy Trinity was established in the heart of the first Greek settlement of Chicago as the first Greek Orthodox Church in the city and the Midwest; and

Whereas, 10 years later, and concurrently celebrating its 90th anniversary, the Socrates School was founded; and

Whereas, the Socrates School continues to meet the educational needs of our community within the cultural diversity of the great city of Chicago by operating a full-time bilingual Greek-American school, as well as a part-time Greek School; and

Whereas, on Saturday, October 11, 1997, at the Hyatt Regency in Rosemont, the Greek community is planning to honor this most historic occasion with a special 100th anniversary celebration;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 11, 1997, as HOLY TRINITY GREEK ORTHODOX CHURCH DAY in Illinois.

Issued by the Governor September 26, 1997.

Filed by the Secretary of State October 10, 1997.

97-556

MONARCH AWARDS FOUNDATION DAY

Whereas, Alpha Kappa Alpha Sorority is America's first Greek-letter organization for Black women founded at Howard University in 1908 and currently is comprised of more than 130,000 college-trained women in 850 chapters in 48 states; and

Whereas, the Monarch Awards Foundation was established in 1988 by the Xi Nu Omega chapter of Alpha Kappa Alpha through which all programs and fund-raising efforts are sponsored; and

Whereas, all monies raised are channeled back into the community for scholarships and donation to non-profit organizations; and

Whereas, The Monarch Gala: "A Tribute to Black Men" is sponsored annually by the Monarch Awards Foundation to salute its outstanding African-American men in the Chicagoland area whose contributions to their profession, society and mankind have long merited special recognition;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim November 15, 1997, as THE MONARCH AWARDS FOUNDATION DAY in Illinois in honor of the members of the Xi Nu Omega chapter and their continued hard work and dedication to our citizens.

Issued by the Governor September 26, 1997.

Filed by the Secretary of State October 10, 1997.

97-557

ORA HIGGINS' YOUTH FOUNDATION DAY

Whereas, the Ora Higgins' Youth Foundation was founded in 1976 by Ora Higgins, who perceived the necessity for a community-based and a community-supported foundation to administer an annual scholarship award program for academically gifted students pursuing post-secondary studies at institutions of higher learning; and

Whereas, the Foundation will commemorate the 21st Anniversary of its annual scholarship award dinner on Sunday, October 26, at the Lexington House, with a \$1,000 scholarship award to each of 10 high school graduates enrolled at institutions of higher learning; and

Whereas, the Foundation will present eight leadership awards to outstanding local citizens who have made major contributions within their respective occupational fields, to the growth and development of today's urban youth; and

Whereas, the Foundation administers its annual award program without bias toward race, color, ethnicity, gender, religion, politics, physical disabilities, or national origin; and

Whereas, at the award dinners, the program directors seek to create an atmosphere in which our youthful students can instantly perceive that the elements of good-will, of cooperative efforts, and of collective contributions, at the community level, were instrumental in providing them with the scholarship awards;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 26, 1997, as ORA HIGGINS' YOUTH FOUNDATION DAY in Illinois.

Issued by the Governor September 26, 1997.

Filed by the Secretary of State October 10, 1997.

97-558

TAZA RESTAURANT DAY

Whereas, Taza Restaurant is committed to creating a new fresh grilled chicken taste and will set new standards of great flavor and innovative decor at its Chicago Loop location; and

Whereas, Taza Restaurant is committed to the expansion of the Illinois economy by locating its American flagship business in the State of Illinois and investing \$3 million in facility renovations and updates; and

Whereas, Taza Restaurant is committed to service in the State of Illinois by daily donations of unsold food products to local charitable organizations; and

Whereas, Taza Restaurant is committed to the enrichment of the people of Illinois by providing jobs at above-average industry wages; and

Whereas, Taza Restaurant will add to the multi-cultural, world-class atmosphere of the State of Illinois by providing an upbeat, high-energy setting in a two-level glass-enclosed interior. The establishment will feature international images evoking a whole-earth outlook, live satellite feeds from international television networks and continuously played music from around the world; and

Whereas, the grand opening of Taza Restaurant is October 14, 1997;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 14, 1997, as TAZA RESTAURANT DAY in Illinois.

Issued by the Governor September 26, 1997.

Filed by the Secretary of State October 10, 1997.

97-559

BRAIN INJURY AWARENESS MONTH

Whereas, every 19 seconds in the United States someone will sustain a brain injury; and

Whereas, an estimated 500,000 to 700,000 people require hospitalization each year for brain injuries; and

Whereas, an estimated 100,000 people die each year as a result of brain injury; and

Whereas, the average age of people sustaining brain injuries is 15-25 years of age, and half of all people with brain injury are under the age of 35; and

Whereas, there is a serious lack of systems of care designated to meet the special needs of a person with brain injury; and

Whereas, the effects of brain injuries are emotionally and financially devastating to families; and

Whereas, basic medical and neurological research must be expanded and supported; and

Whereas, public awareness of the consequences of brain injury is critical to public understanding that will lead to the prevention of injuries and that will enhance the recovery process for all brain injury survivors;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 1997 as BRAIN INJURY AWARENESS MONTH in Illinois.

Issued by the Governor September 29, 1997.

Filed by the Secretary of State October 10, 1997.

97-560

CHRISTOPHER COLUMBUS PARADE DAY

Whereas, Christopher Columbus and other distinguished Italians have played a significant role in the growth of American civilization; and

Whereas, the Italian American community has preserved their rich heritage, language and traditions; and

Whereas, the Italian American community has contributed greatly to Illinois in all areas including education, business, science, medicine, the arts, sports, entertainment and government; and

Whereas, the Joint Civic Italian American Committee President, Louis H. Rago, announced October 13, 1997, as the 45th Annual Christopher Columbus Day Parade; and

Whereas, Anthony Falduto, Christopher Columbus Day Parade Chairman, announced the 1997 theme to be "A Tribute to Christopher Columbus and Early Italian Explorers;"

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 13, 1997, as CHRISTOPHER COLUMBUS PARADE DAY in Illinois.

Issued by the Governor September 29, 1997.

Filed by the Secretary of State October 10, 1997.

97-561

DARYL THOMPSON DAY

Whereas, Mr. Daryl Thompson has served the Oswego School District 308 since 1961 as coach, business teacher and assistant principal; and

Whereas, he has been principal since 1974 and an active member of the Illinois Principals' Association since 1978; and

Whereas, he was a member of the Illinois High School Association for 15 years, serving on various committees and president of the Little 7 Conference for four terms; and

Whereas, Mr. Thompson has been an advisor for the National Honor Society and numerous other extra curricular activities; and

Whereas, Daryl Thompson was voted as Educator of Excellence for 1997 in Illinois and will receive his award in Springfield on October 4, 1997;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 4, 1997, as DARYL THOMPSON DAY in Illinois in recognition of Mr. Thompson's dedication to the children of our state.

Issued by the Governor September 29, 1997.

Filed by the Secretary of State October 10, 1997.

97-562

LICENSED ENVIRONMENTAL HEALTH PRACTITIONERS WEEK

Whereas, the Illinois Environmental Health Association represents licensed environmental health practitioners in the State of Illinois; and

Whereas, licensed environmental health practitioners, trained in biological and sanitary sciences, examine all aspects of the physical and social environment, define and report environmental conditions, and recommend improvements; and

Whereas, practitioners serving in industry and in the field of public health are concerned with the education and inspection necessary to maintain

the safe processing and distribution of food, clean housing, vector control, radiological health, and minimum environmental pollution; and

Whereas, the Illinois Environmental Health Association will be holding its Annual Education Conference October 13-15, 1997, in Peoria;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 12-18, 1997, as LICENSED ENVIRONMENTAL HEALTH PRACTITIONERS WEEK in Illinois.

Issued by the Governor September 29, 1997.

Filed by the Secretary of State October 10, 1997.

97-563

TURKISH AMERICAN DAYS

Whereas, citizens of Turkish descent have played a significant role in the educational, cultural, economic and civic well-being of our nation and our community; and

Whereas, we recognize many individuals of Turkish descent who have chosen our community as their home and have shared their rich heritage with us; and

Whereas, organizations such as the Assembly of Turkish American Associations and its Illinois components, the Turkish American Cultural Alliance and the Turkish American Association for Cultural Exchange, strive to create a better understanding about Turkey and its people; and

Whereas, the Assembly of Turkish American Associations has chosen the City of Chicago to host its 18th Annual Convention titled "Turkey: The Challenge of Bridging East and West;"

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 2-4, 1997, as TURKISH AMERICAN DAYS in Illinois.

Issued by the Governor September 29, 1997.

Filed by the Secretary of State October 10, 1997.

97-564

CHILDHOOD HUNGER DAY

Whereas, approximately 4 million children under age 12 in the United States are hungry and an additional 9.6 million are at risk of hunger; and

Whereas, it is imperative that we work to end childhood hunger and provide the opportunity for relief; and

Whereas, the existence of childhood hunger and the immediate need to end it must be brought to the attention of the people of Illinois and the nation as a whole; and

Whereas, the hunger problem in the United States has been recognized by Congress who, as a result, created food programs such as Women, Infants, and Children Programs, School Breakfast School Lunch and the Summer Food Program, to address this need nationally; and

Whereas, the future of Illinois depends on the quality of early childhood services provided to the young, and making the task of ending childhood hunger everyone's moral obligation and responsibility;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 16, 1997, as CHILDHOOD HUNGER DAY in Illinois.

Issued by the Governor September 30, 1997.

Filed by the Secretary of State October 10, 1997.

97-565

CZECH TRADE CENTER DAYS

Whereas, the Czech Trade Center(CTC) was established in 1997 to promote trade with the Czech Republic throughout the United States; and

Whereas, the CTC is a non-profit, membership-based organization; and

Whereas, it is the mission of the CTC to stimulate and serve Czech trade and development and ease the transition from the domestic market to the international market; and

Whereas, the CTC actively propels Czech businesses into foreign markets with research, counseling and networking; and

Whereas, creating new job growth and economic opportunities by focusing on the United States marketplace is an important role of the CTC; and

Whereas, on October 9-11, the CTC will co-sponsor a Czech manufacturers' trade show that will tie into the Grand Opening of the Trade Center; and

Whereas, Richard Daley, Mayor of Chicago, and Karel Kuhn1, Minister of Industry and Trade, Czech Republic, will be in attendance at the reception and breakfast;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 9-11, 1997, as CZECH TRADE CENTER DAYS in Illinois.

Issued by the Governor September 30, 1997.

Filed by the Secretary of State October 10, 1997.

97-566

33RD DIVISION DAY

Whereas, the 33rd Infantry Brigade (Separate) will be inactivated and the 33rd Area Support Group, Illinois Army National Guard will be activated; and

Whereas, the 33rd Infantry Brigade (Separate) and its predecessor, the 33rd Division, has a glorious history of devoted patriotism, exemplified by the proud service of its citizen soldiers in two World Wars, and due to its invaluable service to the State of Illinois in times of disaster and turmoil; and

Whereas, during World War I, nine soldiers of the 33rd Division were awarded the Medal of Honor; and

Whereas, during World War II, three soldiers of the 33rd Division were awarded the Medal of Honor, AND, members of the 33rd Tank Company (later Company B, 192nd Tank Battalion) made the ultimate sacrifice for its nation on the Bataan Death March, AND, members of the 33rd Reconnaissance Company (former 106th Cavalry) liberated King Leopold of Belgium from Nazi hands; and

Whereas, the contributions of such a distinguished unit should be recognized at its passing into military history and lineage, AND, with the birth of a new unit which will carry and protect that lineage;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 4, 1997, as 33RD DIVISION DAY in Illinois and urge all citizens to join in the spirit of the day, and reflect upon the service rendered by our citizen soldiers of the Army and Air National Guard.

Issued by the Governor October 1, 1997.

Filed by the Secretary of State October 10, 1997.

97-567

CHICAGO CONCERNED JAMAICANS, INC. DAY

Whereas, the Chicago Concerned Jamaicans, Inc. (CCJ) 10th Annual Fundraising Benefit is on November 8, 1997; and

Whereas, Chicago Concerned Jamaicans, Inc. is an organization of Jamaicans and friends of Jamaicans living and working in Chicagoland; and

Whereas, the Chicago Concerned Jamaicans, Inc. commitment to Jamaican youth in the Chicago area and to the needy families, citizens and children in Jamaica is commendable; and

Whereas, the CCJ has supplied medical equipment and supplies to the Black River Hospital in the parish of St. Elizabeth, provided school supplies, ophthalmology care and eye glasses to children at the Liecesterfield All Age School in Clarendon, copy machines and computers to several schools in rural and urban areas and scholarships to high school students; and

Whereas, since 1988, CCJ has shown great leadership in making financial contributions to the United Negro College Fund;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim November 8, 1997, as CHICAGO CONCERNED JAMAICANS, INC. DAY in Illinois.

Issued by the Governor October 1, 1997.

Filed by the Secretary of State October 10, 1997.

97-568

FAMILY AND CONSUMER SCIENCES WEEK

Whereas, the American Association of Family and Consumer Sciences (AAFCS) is comprised of elementary, secondary, and post-secondary educators; cooperative extension educators and other professionals in government; business, and non-profit agencies; and

Whereas, the AAFCS is one of the oldest professional societies in the United States, serving as a source and voice for families; and

Whereas, the AAFCS focuses on an integrative approach to the relationships among individuals, families and communities, as well as the environments in which they function; and

Whereas, the goal of AAFCS is to improve the quality of individual, family and community life through education, research, cooperative programs and public information; and

Whereas, the Illinois Association of Family and Consumer Sciences will hold its annual conference on October 24 and 25, with a focus on the theme "Invest in Families: Resources for the Millennium;"

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 19-25, 1997, as FAMILY AND CONSUMER SCIENCES WEEK in Illinois.

Issued by the Governor October 1, 1997.

Filed by the Secretary of State October 10, 1997.

97-569

FARM ANIMALS DAY

Whereas, most Americans believe that animals raised for food should be accorded humane and sanitary treatment, rather than the caging, crowding, deprivation, drugging, mutilation, and manhandling that is present in some of today's "factory farms" and stockyards; and

Whereas, farming should be designed to protect our environment and to conserve our resources, rather than destroying the viability of our public lands and waterways and depleting our water, soil, and energy resources; and

Whereas, our food supply should be safe and wholesome, rather than laced with pathogens, fat, cholesterol, hormones, and carcinogens leading to heart disease, stroke, cancer, and other chronic afflictions that each year cripple and kill 1.4 million Americans; and

Whereas, for the past 14 years, Farm Animal Days has been calling public attention to these pressing issues on October 2nd, the birthday anniversary of Mahatma Gandhi, the world's foremost advocate of humane, sustainable farming;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 2, 1997, as FARM ANIMALS DAY in Illinois.

Issued by the Governor October 1, 1997.

Filed by the Secretary of State October 10, 1997.

97-570

HISPANIC/LATINO MENTAL HEALTH WEEK

Whereas, more than 40 million Americans of all ages, races, and ethnic groups suffer from mental health problems; and

Whereas, mental illness is often perceived as a social stigma in the Hispanic/Latino community, and it is of the utmost importance to increase public awareness and understanding of mental wellness; and

Whereas, Hispanic/Latino people often struggle to overcome language and other barriers placed before them; and

Whereas, the Latino Family Institute and Latin International Network of Mental Health have forged partnerships with the Illinois Department of Human Services, Division of Disability and Behavioral Health Services, the Chicago Department of Public Health, St. Mary of Nazareth Hospital, St. Anthony Hospital and other agencies, organizations and institutions at an international level to provide mental/emotional disorder screenings, lectures, consumer information and symposiums;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 6-12, 1997, as HISPANIC/LATINO MENTAL HEALTH WEEK in Illinois to increase mental health wellness for all cultures.

Issued by the Governor October 1, 1997.

Filed by the Secretary of State October 10, 1997.

97-571

JAMAICAN ASSOCIATION OF HEALTH CARE PROFESSIONALS DAY

Whereas, for the past eight years, the Jamaican Association of Health Care Professionals has assisted with the health care of confined, chronically ill citizens; and

Whereas, the Jamaican Association of Health Care Professionals has participated in fundraising activities to support the American Cancer Society and The Musgrave Girls Home; and

Whereas, the Jamaican Association of Health Care Professionals has provided scholarships to deserving young students in pursuit of careers in the health care profession; and

Whereas, the Jamaican Association of Health Care Professionals has shown that hard work and dedication in humanitarian services can improve the quality of life for many of our citizens;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 4, 1997, as JAMAICAN ASSOCIATION OF HEALTH CARE PROFESSIONALS DAY in

Illinois.

Issued by the Governor October 1, 1997.

Filed by the Secretary of State October 10, 1997.

97-572

LUTHERAN CHURCH - MISSOURI SYNOD DAY

Whereas, on October 19, 1997, at the Prairie Capital Convention Center in Springfield, Illinois, the Rev. Dr. A. L. Barry, President of the Lutheran Church-Missouri Synod in proclaiming the Good News of the Gospel will emphasize 150th Anniversary of the Synod by how the first convention of the Lutheran Church - Missouri Synod was held in Chicago, Illinois on April 25-May 6, 1847 and the synod was founded at this convention by pastors and churches from Wisconsin, Michigan, Indiana, Ohio, Missouri, and Illinois, to spread the Good News of Jesus Christ, and how the Lutheran Church-Missouri Synod by the grace of God has grown from 3,000 people, 14 congregations and 22 pastors in 1847 to 2.6 million people, 6,218 congregations, 8,329 pastors, 10 colleges, two seminaries, 62 high schools, the nation's largest Protestant day school system with 1,786 elementary schools and preschools, and over 15,000 parochial school teachers, deaconesses, and directors of Christian education, and serving international missions in over 50 foreign countries in 1997; and

Whereas, the Lutheran Church - Missouri Synod is innovative in seeking ways of proclaiming the Gospel through an emphasis on biblical doctrine and faithfulness to the historic Lutheran Confessions through its pastors, congregations, Concordia Publishing House, as pioneers in radio and television work, the Synod operating the world's oldest religious radio station, KFUD, headquartered in St. Louis, Missouri, and has produced through its Lutheran Laymen's League the radio program the Lutheran Hour and the television series "This Is The Life"; and

Whereas, the Central Illinois District and its officers played an important role in the formation of the old Springfield Hospital, known today as Memorial Medical Center, and individual Lutherans of congregations of the Lutheran Church - Missouri Synod and the Central Illinois District have participated and contributed in the affairs of city, county, state, nationally, and internationally; and

Whereas, the Central Illinois District of the Lutheran Church - Missouri Synod is geographically 51 percent of the State of Illinois from Rock Island to Lawrenceville and from Quincy to Danville, and had one of the Synod's two seminaries, Concordia Theological Seminary in Springfield, Illinois, from 1875 to 1976;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 19, 1997, as LUTHERAN CHURCH - MISSOURI SYNOD DAY in Illinois.

Issued by the Governor October 1, 1997.

Filed by the Secretary of State October 10, 1997.

97-573

WHOLE LIFE EXPO DAYS

Whereas, the Whole Life Expo, a veritable celebration of all aspects of the body, mind and spirit connection, from complimentary and holistic health to personal growth, will take place in the Chicago area at the Rosemont Convention Center, October 10-12; and

Whereas, the Expo, based in San Francisco for the last 15 years, is the nation's premier event for natural health, personal growth, spirituality and global change; and

Whereas, it is the largest and most successful event of its kind in the country and will feature over 250 exhibitors and 150 speakers, including world renown authors Dr. Wayne Dyer, James Redfield and Julia Cameron; and

Whereas, according to the latest research, more than 80 percent of people in the United States would consider using non-traditional forms of medicine for their health needs and some 50 percent have actually chosen to try it; and

Whereas, among the many and varied interests covered at the Expo will be health, nutrition, spirituality, alternative therapies, career and lifestyle choices and the environment; and

Whereas, community service will have an important focus at the Expo. Fifteen community service organizations will be provided exhibit space and the Chicago Tribune Foundation will be the beneficiary of half of the proceeds on Friday; and

Whereas, the entertainment for the Expo will feature over 27 hours of music and movement, including the famed Mystical Arts of Tibet performed by the Lamas of the Drepung Loseling Monastery;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 10-12, 1997, as WHOLE LIFE EXPO DAYS in Illinois.

Issued by the Governor October 1, 1997.

Filed by the Secretary of State October 10, 1997.

97-574

CHICAGO LATVIAN ZION EVANGELICAL LUTHERAN CHURCH DAY

Whereas, Pastor Dr. Ida N. Rautenshiides and the Chicago Latvian Zion Evangelical Lutheran Church will celebrate the 100th Anniversary of the Church on October 12, 1997; and

Whereas, the church service will include Archbishop Elmars Ernst Rozitis (from Germany), Dean Vilis Varsbergs (from Riga), Dean U. Cepure and Dean Lauma Zusevics. There will be a banquet following the service; and

Whereas, Raimonds Grikis is the President of the Chicago Latvian Zion Evangelical Lutheran Church, and the Church continues to prosper under his leadership; and

Whereas, the Chicago Latvian Zion Evangelical Lutheran Church sponsors several organizations which promote the Latvian heritage and culture and do charitable work including the KR, Baron's Latvian School of Chicago and the Chicago Latvian Children's Mercy Lift;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 12, 1997, as CHICAGO LATVIAN ZION EVANGELICAL LUTHERAN CHURCH DAY in Illinois.

Issued by the Governor October 7, 1997.

Filed by the Secretary of State October 10, 1997.

97-575

REPUBLIC OF CHINA DAY

Whereas, the Republic of China on Taiwan has made its mark as the 14th largest trading nation in the world, and ranks 7th in outbound investment, 20th in gross national product, and 25th in per capital income; and

Whereas, the Taiwan Province of the Republic of China on Taiwan and the State of Illinois share a strong tie of friendship through the Sister State Agreement; and

Whereas, October 10, 1997, denotes the 86th anniversary of the founding of the Republic of China, a milestone worthy of recognition and celebration; and Whereas, the State of Illinois recognizes the strong efforts of the Republic of China on Taiwan for inclusion into the United Nations;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 10, 1997, as REPUBLIC OF CHINA DAY in Illinois and encourage all Illinoisans to show appreciation for the contributions of our Chinese-American citizens.

Issued by the Governor October 7, 1997.

Filed by the Secretary of State October 10, 1997.

97-576

RUSSIAN ORTHODOX HOLY VIRGIN PROTECTION CATHEDRAL PARISH FEAST DAY

Whereas, the Russian Orthodox Holy Virgin Protection Cathedral, located in Des Plaines, will celebrate the Parish Feast Day commemorating the Names Day of church; and

Whereas, the Parish Feast Day church service will include His Eminence Archbishop Alypy, Rector - Iconographer in the Midwest; Rev. Andrei Somme, Assistant Rector; honored guests: Archbishop Laurus from New York, Abbot Petir from the Jordanville Monastery, clergy and guests from the Diocese; and Whereas, Annette Pawlukowsky, who is the coordinator of events and owner of Radio - Voiga Boatmen, announced the celebration will include a banquet; and

Whereas, Vladimir Filipow is President of the Church Council, and the Council is to be commended for carrying on the rich Russian heritage and culture and performing charitable work;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 12, 1997, as RUSSIAN ORTHODOX HOLY VIRGIN PROTECTION CATHEDRAL PARISH FEAST DAY in Illinois.

Issued by the Governor October 7, 1997.

Filed by the Secretary of State October 10, 1997.

97-577

SHILOH BAPTIST CHURCH DAY

Whereas, the Shiloh Baptist Church was organized in 1817 and will celebrate its 180th year of service on October 17; and

Whereas, the church still occupies the third building which was built in 1869; and

Whereas, many improvements, including an annex, have been made over the years; and

Whereas, Shiloh Baptist Church is "a church old enough to know and young enough to grow;" and

Whereas, Shiloh has experienced a growth in attendance with both the young and the old; and

Whereas, some may consider Shiloh a small country church, but to the surrounding community, it appears to be a lighthouse on the hill for all as the bell rings out a welcome each Sunday;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 17, 1997, as SHILOH BAPTIST CHURCH DAY in honor of its 180th year of service in Illinois.

Issued by the Governor October 7, 1997.

Filed by the Secretary of State October 10, 1997.

97-578

COMMITTEE OF 200 WEEK

Whereas, The Committee of 200 was established 15 years ago as a national network of preeminent women business leaders to promote women's success as both corporate leaders and entrepreneurs; and

Whereas, The Committee of 200 has expanded internationally and now has more than 370 members representing over 75 industries; and

Whereas, The Committee of 200 has demonstrated a commitment to helping members and other women achieve greater success as entrepreneurs or corporate executives; and

Whereas, The Committee of 200 has forged close relationships with graduate business schools and held forums to exchange knowledge and experience with faculty and students; and

Whereas, The Committee of 200 established The Committee of 200 Foundation as its fundraising arm to make grants to foster entrepreneurship among women; and

Whereas, The Committee of 200 is planning for the millennium by establishing an entrepreneurial business institute and implementing its own, a mentoring program, annual awards and lecture series, and a program for academic excellence at a major university;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 20-25, 1997, as THE COMMITTEE OF 200 WEEK in Illinois.

Issued by the Governor October 8, 1997.

Filed by the Secretary of State October 10, 1997.

97-579

DAY OF WELCOME FOR HIS HOLINESS ARAM I, CATHOLICOS OF THE GREAT HOUSE OF CILICIA

Whereas, the Armenian community in Illinois is celebrating the pontifical visit of His Holiness Aram I, Catholicos of the Great House of Cilicia in Lebanon; and

Whereas, Catholicos Aram I is the eminent spiritual leader of the Holy See of Cilicia of the Armenian Apostolic Church. His Holiness Aram I was consecrated as the Catholicos of the Holy See of Cilicia on July 1, 1995, after serving as Primate of the Armenian Orthodox community in Lebanon for 15 years; and

Whereas, Catholicos Aram I guides and enlightens Armenians throughout the world with the preservation of the doctrines of the Armenian Apostolic Church and the teachings and practices of Christianity. Armenia was the first nation to embrace Christianity as a national religion in the year 301 and has remained true to this faith in spite of centuries of persecution, suppression and martyrdom; and

Whereas, Catholicos Aram I has specialized in the areas of philosophy, systematic theology and Near Eastern Church history; authored numerous books

and articles in English, French and Armenian, lectured on Armenian and theological subjects, and sought to inspire and uphold the brotherhood of man; and

Whereas, Catholicos Aram I is distinguished for his work, commitment and selfless service for the betterment of mankind. His Holiness is the first Orthodox and youngest individual to attain the highest position in the World Council of Churches and actively participates in numerous religious organizations and foundations; and

Whereas, the Armenian communities are exulted by the first visit of His Holiness Aram I to the Eastern United States and Canada;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 14, 1997, as a Day of Welcome for His Holiness Aram I, Catholicos of the Great House of Cilicia of the Armenian Apostolic Church.

Issued by the Governor October 8, 1997.

Filed by the Secretary of State October 10, 1997.

97-580

MAY & SPEH DAY

Whereas, Roland May and Albert Speh founded May & Speh, Inc. on November 19, 1947; and

Whereas, May & Speh started out with a handful of employees, some leased equipment, and just one client; and

Whereas, 50 years later, May & Speh still has its first client; and

Whereas, May & Speh is a leading provider of integrated information management services; and

Whereas, the company made a public offering of its stock in 1996 and is now traded on the NASDAQ stock exchange; and

Whereas, May & Speh has enjoyed success and profitability since its first year and continues to deliver superior services to its clients,

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim November 19, 1997, as MAY & SPEH DAY in Illinois, in honor of the company's 50th anniversary.

Issued by the Governor October 8, 1997.

Filed by the Secretary of State October 10, 1997.

97-581

PAULINE JONES APPRECIATION DAY

Whereas, the Mahomet-Seymour Community School District Transportation Department has been providing transportation for hundreds of children since 1949; and

Whereas, Mrs. Pauline Jones has been a bus driver since 1953, transporting more than 2,000 lives during her tenure with the Mahomet-Seymour Community School District; and

Whereas, in her 44 years of school bus driving, Pauline has never had a single accident nor moving violation; and

Whereas, Pauline's dedication to safety, reliability, and excellence has not gone unnoticed by her bus students, family and community;

Therefore, I, Jim Edgar, Governor of the State of Illinois, proclaim October 10, 1997, as PAULINE JONES APPRECIATION DAY in Illinois.

Issued by the Governor October 8, 1997.

Filed by the Secretary of State October 10, 1997.

Rules acted upon during the quarter of April 1 through June 30, 1997 (Issues 17-28) are listed in the Issues Index by Title number, Part number and Issue number. For example, 50 Ill. Adm. Code 4401 published in Issue 40 will be listed as 50-4401-40. The letter "R" designates a rule that is being repealed. The quarterly Sections Affected Index and Cumulative Index will be published in Issue 29 (July 15); Issue 42 (October 17); and Issue 3 (January 16, 1998). Inquiries about the Issues Index may be directed to the Administrative Code Division at 217-782-4414 or jnatale@ccgate.sos.state.il.us (Internet address).

PROPOSED

17-130-44 68-1480-42
26-100-42 80-150-44

EMERGENCY

77-290-42

PEREMPT.

80-310-44
89-140-42
77-290-42
77-2090-43

ADOPTED

2-1975-42
50-2018-44
50-3119-42
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ILLINOIS REGISTER
ADMINISTRATIVE CODE ORDER FORM

PLEASE USE THIS FORM FOR ALL ORDERS OR TO NOTIFY US OF A CHANGE OF ADDRESS. ALL ORDERS MUST BE PAID IN ADVANCE BY CHECK, MONEY ORDER, VISA, MASTER CARD OR DISCOVER CARD. CHECKS AND MONEY ORDERS MUST BE PAYABLE TO THE "SECRETARY OF STATE".

MICROFICHE SETS OF THE ILLINOIS REGISTER @\$200.00 PER SET.

___1977-1978___1979___1980___1981___1982___1983___1984___1985___1986___
___1987___1988___1989___1990___1991___1992___1993___1994___1995___1996___

CUMULATIVE INDICES TO THE ILLINOIS REGISTER @\$1.00 EACH.

___1981___1982___1983___1984___1985___1986___1987___1988___1989___

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